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Dakota State College Catalog Supplement 1979-1981

Dakota State University

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Dakota State College

Madison, S.D.



1979-80
General
Catalog

1979-80 First Semester

August 27 (Monday) — 1979

August 28 (Tuesday)

August 29 (Wednesday)

September 3 (Monday)

September 5 (Wednesday)

October 8 (Monday)

October 19 (Friday)

November 12 (Monday)

November 21 (Wednesday) 5:00 p.m.

November 22, 23 (Thursday & Friday)

November 26 (Monday) 8:00 a.m.

December 17, 18, 19, 20, 21

December 21 (Friday) 5:00 p.m.

December 26 (Wednesday) 12:00

Official Opening Date—Freshmen Orientation
and Registration

Registration—Upperclassmen

Classes Begin—Late Registration Fee Begins

Labor Day Holiday

Last Day for Making Schedule Changes

Pioneers' Day Holiday

Mid-Term Grades Due

Veterans' Day Holiday

Thanksgiving Day Recess Begins

Thanksgiving Vacation

Classes Resume

Final Examinations

Semester Ends—Vacation Begins

Final Grades Due

Second Semester

January 7 (Monday) — 1980

January 8 (Tuesday)

January 15 (Tuesday)

February 18 (Monday)

March 3 (Monday)

March 3 (Monday)

March 10 (Monday) 8:00 a.m.

April 4 (Friday)

April 7 (Monday)

April 8 (Tuesday) 8:00 a.m.

May 5, 6, 7, 8, 9

May 9 (Friday)

May 10 (Saturday)

Registration

Classes Begin—Late Registration Fee Begins

Last Day for Making Schedule Changes

Lincoln's & Washington's Birthday Holiday

Mid-Term Grades Due

Spring Vacation Begins

Classes Resume

Good Friday—No Classes

Easter Monday—No Classes

Classes Resume

Final Examinations

Last Day of Classes—Semester Closes

Commencement—10:00 a.m.

Summer Session

June 2 (Monday)

June 3 (Tuesday)

July 4 (Friday)

July 25 (Friday)

Registration

Classes Begin

Independence Day Holiday

Summer Session Ends

DAKOTA STATE COLLEGE
MADISON, SOUTH DAKOTA 57042
Phone (605) 256-3551

A. Please fill in all information and return this form to the Office of Admissions.

B. An application fee of \$15.00 must accompany this form if not previously enrolled at a South Dakota state institution.

C. Students currently enrolled in high school should have their high school counselor complete the last section of the reverse side of this form. A final transcript must be sent upon graduation.

D. Students who have graduated from high school must have their high school send a transcript of their grades. If the G.E.D. test was taken to earn the high school diploma and the scores were not reported to DSC, the student must request that the testing center send a copy of the scores or the student may present his copy of the certificate of attainment.

E. The ACT test is required. Students must have the results sent to DSC. The SAT test may be accepted under certain circumstances with the approval of the Director of Admissions.

F. Transfer students must complete a Transfer Admission Reference Form and send it to the college of most recent attendance. Official transcripts must be sent to the Office of Admissions from each institution which the student has attended, *regardless of length of attendance or whether or not any work was completed.*

- TURN PAGE

14. Name and address of hometown newspaper

15. If the G.E.D. test was taken to earn the high school diploma, list date here

Location of G.E.D. test center

16. High school from which you will or did graduate.....

Name

City

State

17. Date of high school graduation

Month

Year

18. Have you taken the ACT test? Yes..... No..... Date tested

Month

Year

Were your scores sent to DSC? Yes..... No.....

19. List in chronological order ALL colleges you have attended regardless of length of attendance and even if no work was completed. INCLUDE PREVIOUS ATTENDANCE AT DSC.

Name of Institution

Address

Month and year of attendance

..... to

..... to

..... to

20. Have you ever been dismissed or suspended from any college? Yes..... No.....

If so, when?..... For what reason?.....

21. Check your proper enrollment classification

☐

Freshman

☐

Sophomore

☐

Junior

☐

Senior

☐

Other

22. Check program in which you wish to enter

☐

4-year teaching

☐

4-year non-teaching

☐

Associate of Arts

☐

Pre-professional

Major Minor (s).....

23. I hereby certify that to the best of my knowledge the information furnished is true and complete without evasion or misrepresentation.

Date of application..... Signature of applicant.....

24. The following two optional questions do not relate to the admissions decision but are asked so that this institution can fulfill the report requirement of the Office of Civil Rights (HEW).

Race Sex: Male..... Female.....

APPLICANTS CURRENTLY ENROLLED IN HIGH SCHOOL SHOULD HAVE THEIR HIGH SCHOOL COUNSELOR COMPLETE THE FOLLOWING:

At the end of..... semesters, the applicant ranked..... out of..... students. This ranking is exact/approximate (circle one).

Name..... Date.....

Position High school.....



DAKOTA

STATE COLLEGE

FOUNDED IN 1881

DAKOTA STATE COLLEGE

Vol. XLIX

1979-1980

No. 91

DAKOTA STATE COLLEGE
Madison, South Dakota 57042

Bulletin
Catalog Issue

Accredited by
THE NORTH CENTRAL ASSOCIATION
OF COLLEGES AND SECONDARY SCHOOLS
THE NATIONAL COUNCIL FOR
ACCREDITATION OF TEACHER EDUCATION

Approved by
The State of South Dakota Division
of Elementary and Secondary Education
and the
South Dakota State Approving Agency for Veterans

GENERAL INFORMATION

HISTORY

Dakota State College was the first institution in either of the Dakotas founded primarily to prepare teachers. An act of the Legislative Assembly of the Territory of Dakota established Dakota Normal School on March 5, 1881. Classes began on December 5, 1883. The school was established under the name Dakota Normal School, was changed to Eastern State Normal School in 1921, to General Beadle State Teachers College in 1947, to General Beadle State College in 1964 and to its present name, Dakota State College in 1969. Dakota State College has continued its role in teacher education, but has greatly expanded its B.S. non-teaching degrees and Associate of Arts programs.

CAMPUS

The main campus comprises 20 acres, four blocks north of Madison's business district. Trojan Field and Memorial Gymnasium occupy a 25-acre tract two blocks north of the main campus. On the main campus are the classroom buildings: Beadle Hall, Kennedy Hall, East Hall, and Science Center. There are five residence halls on campus. Other buildings include the Mundt Library and Foundation Center, the Women's Gymnasium, the Lake County Historical Museum, the Trojan Center (student union), Heston Hall (administration), and the Physical Plant.

ADMISSION REQUIREMENTS

South Dakota students who rank in the upper two-thirds of their high school graduating class or who achieve a standard ACT score of 18 will qualify for admission. Others who rank lower may be admitted at the discretion of the admission officer. All those who plan to go into two-year career programs may be admitted regardless of rank or scores. Non-resident students must rank in the upper one-half of their high school class or in the upper half in ACT scores on national norms.

All students must submit a \$15.00 application fee with the admission application. When applying, a student must have his high school grade transcript sent to the Admissions Office showing rank in class. Transfer student must have their college transcript and transfer form submitted for evaluation.

DETERMINATION OF RESIDENCY

To be classified as a South Dakota resident, a student (1) must have been a bona fide emancipated resident of the state for at least 12 months immediately preceding enrollment, (2) or be the spouse or minor dependent of an emancipated person who has moved to the state primarily for employment, (3) or must have married a bona fide resident of South Dakota. For further clarification students should check with the Director of Admissions.

COSTS PER SEMESTER

Tuition:

Resident per credit hour	\$ 17.60
Non-Resident per credit hour	37.10

The average resident student carrying a normal 16 hour load

would have an estimated cost per semester as follows:

Tuition: \$17.60 per credit hour x 16	281.60
Fees	74.00
Room College Residence Halls (includes telephone)	275.00

Board:

15-meal plan (per week) college cafeteria	300.00
(10-meal plan, \$270.00)	

TOTAL PER SEMESTER with 15-meal plan 930.60

The non-resident student carrying a normal 16 hour load would have an estimated cost per semester as follows:

Tuition: \$37.10 per credit hour x 16	593.60
Room, board, and fees	649.00
TOTAL PER SEMESTER with 15-meal plan	1,242.60

Other costs:

For all students there is a refundable one-time guarantee deposit of	35.00
Yearbook fee paid first semester of academic year	10.00
ID Card fee paid only once	2.00

All tuition and other costs are fixed by the Board of Regents and may be changed at any time without prior notification. Registration is not complete until all tuition, fees and other charges are paid in full.

Textbooks may be rented or purchased. Students purchase personal items such as gymnasium suits, laboratory manuals, paper pocket books to supplement reading, etc.

Automobile registration is required of all students. Parking violations are subject to payment of fines as established under college regulations governing campus parking. There is no parking fee.

EXTENSION TUITION

Extension tuition is \$22.00 for each semester hour. No refunds will be allowed except for student sickness or inability of the instructor to offer the course. Refunds are made in accordance with the Board of Regents ruling.

LATE REGISTRATION FEE

A student registering later than the days designated for the term in the official college catalog or paying tuition and fees later than the established deadlines, shall be deemed a late registrant and subject to the payment of the late registration fee or late payment fees.

Any exception to this rule will be made by the Registrar. Notation of the reason for making the exception shall appear on the registration record of the student. In cases where the Registrar is in doubt she shall refer the matter for decision to a committee established by the Dean of Instruction.

ACTIVITY FEE

Distribution of the activity fee income is made by the Student Activity Fund Allocations Committee.

REFUNDS

No refunds are made for courses dropped other than by administrative approval.

Refunds for Withdrawal from College

Students who register and withdraw from all courses before the first day of classes will be refunded their tuition payments in full. Tuition refunds are made according to the following schedule:

	Reg. Sem.	Summer
First week	80%	60%
Second week	80%	20%
Third week	60%	No refund
Fourth week	60%	No refund
Fifth week	25%	No refund
Sixth week	No refund	No refund

RESIDENCE HALL ROOM AND BOARD REFUNDS

Refund of the room fee for students withdrawing from all courses is based upon the same schedule as refund of tuition. The unused portion of Food Service payment in such circumstances is refundable based on an average weekly rate and the number of whole unused weeks.

REGISTRATION

No student will be allowed to attend a course unless he is registered officially for it.

Late Registration

Students will not be allowed to enter after the second week of the semester without special permission and then only for a reduced load.

Changes in Registration

A student may make necessary changes in his registration during the regularly scheduled drop-add sessions. Courses may be dropped as late as the end of the fourth week through the Registrar's office. A student is not released from class attendance until the change has been made officially in the Registrar's office.

The Registrar will notify the instructor when a student has been dropped officially from a class. Until such notification is received, the instructor will assume that the student is a member of the class.

After regularly scheduled registration, no student will be permitted to enroll for a new course without the permission of the instructor concerned, his adviser, and the Registrar. In the summer session no new courses may be elected after the first five days of the term.

Courses dropped prior to the close of the fourth week of the semester will be recorded as WP. Courses dropped after this period must be indicated as WP if passing at the time of the drop, or WF if not passing at the time of the drop.

To drop a course a student must have the written approval of his instructor and his academic adviser. Forms for dropping a course are available in the Registrar's office. The drop is not official until clear in the Registrar's office.

Students will not be allowed to drop a course with a "WP" during the last fourth of a term without approval of the Dean of Instruction.

Calendar for withdrawals:

Reg. Sem. Weeks	Summer Weeks	
1 — 4	1 — 2	Withdrawn Passing automatic
5 — 12	3 — 6	Withdrawn Passing optional
13 — 16	7 — 8	Withdrawn Passing only under extenuating circumstances and with approval of the Dean of Instruction

Withdrawal From College

Any student who finds it necessary to withdraw from college must report to the Director of Student Life for an official withdrawal. Any student who does not complete arrangements through the Registrar's office will be considered not officially withdrawn and a grade of "F" will be recorded in the courses for which he was registered.

Auditing Classes

Registration to audit college courses without credit is permitted. Approval must be obtained from the instructor of the course. Audit tuition is the same as regular tuition. Auditors will not receive college credit nor will they be permitted to take credit examinations in the course audited.

ADMISSION POLICY

Admission to Dakota State College and participation in its official activities shall not be limited by considerations of race, color, sex, or national origin.

FEDERAL POLICIES

Dakota State College is an equal opportunity affirmative action employer; the institution also complies with Title IX of the Education Amendments of 1972. All student records, including recommendations, are kept by the College in accordance with the Family Educational Rights and Privacy Act of 1974, which allows students access to their records. Inquiries and concerns about this federal regulation should be directed to the Office of Student Life.

ACCREDITATION

Dakota State College is fully accredited by the North Central Association of Colleges and Secondary Schools, the National Council for the Accreditation of Teacher Education, the State of South Dakota Division of Elementary and Secondary Education and the South Dakota State Approving Agency for veterans.

STUDENT SERVICES**FINANCIAL AIDS INFORMATION**

Dakota State College has extensive grant, loan, and employment programs for students who need financial aid.

Applicants must complete an ACT Family Financial Statement and an application for the Basic Educational Opportunity Grant. South Dakota residents should also apply for the South Dakota Student Incentive Grant Program (separate application form required). These forms may be secured from the high school guidance office.

Detailed information regarding the application process, deadline date, types of financial aid available, and how aid recipients are selected may be found in the Financial Aids brochure.

Dakota State College awards many academic and talent scholarships each year.

Scholarships available for freshmen include:

- *Division of Business, Industry and Public Administration Scholarships
- *Division of Education, Physical Education & Behavioral Science Scholarships
- *Division of Humanities Scholarships
- *Division of Natural Sciences and Health Services Scholarships
- Pearl Johnson Presidential Scholarship (\$500)
- Karl E. Mundt Foundation Scholarships (\$700)
- James Rourk Music Scholarship (\$100)
- J. R. Westaby Scholarships (\$300)

Scholarships available for upperclassmen include:

- Freida Rasmussen Dirksen Scholarships (\$500)
- Pearl Johnson Presidential Scholarship (\$500)
- Harold E. Kellogg Memorial Scholarship (\$700)
- Dr. V. A. Lowry Scholarship (\$100)
- Alice Montgomery Memorial Scholarship (\$150)
- James Rourk Music Scholarship (\$150)
- **Women's and Men's Athletic Scholarships

*Contact Chairperson of Division, Dakota State College, Madison, SD 57042

**Contact Athletic Director, Dakota State College, Madison, SD 57042

Application forms and additional information regarding academic scholarships may be obtained by contacting the Financial Aids Office.

CLASS ATTENDANCE AND ACADEMIC PROGRESS REQUIREMENTS FOR STUDENTS RECEIVING FINANCIAL AID

The purpose of Dakota State College's Financial Aid Program is to provide financial assistance to students who would otherwise be unable to pursue their education. Because it is the College's responsibility to insure that financial aid is utilized properly, the College has established certain minimum requirements for students receiving financial aid.

Students must maintain regular class attendance.

All students are expected to attend classes on a regular basis. If a student fails to meet this expectation, he-she will be counseled by a Student Life staff member. A student receiving biweekly or monthly financial aid payments will have aid payments withheld until such time as the College feels the student is attending class on a regular basis. If, during the semester, the student again fails to attend class regularly, the college will feel justified in returning any unused financial aid to the aid source.

Students must make normal academic progress.

See academic progress standards as stated for veterans on page 6 for the definition of normal academic progress.

A student who fails to meet the minimum cumulative grade point average for his-her class level will be placed on academic probation for the next term. Financial Aid is subject to termination for a student who is placed on academic probation. However, the student will be given the opportunity to explain to the Financial Aid Counselor and/or the Financial Aid Committee why he-she should be continued on financial aid during the probation semester. If the student is continued on financial aid during the probation semester and does not raise his-her cumulative grade point average to the minimum requirement during the probation semester, his-her financial aid will be terminated until such time as the student has raised his-her cumulative grade point average to the minimum required.

Students are encouraged to place excess funds on deposit.

The College recommends that any student receiving financial aid (grants, loans, and/or scholarships) in excess of his-her direct educational cost (tuition, fees, books, and room and board, if applicable) deposit the excess funds with the College. These funds will be distributed on a biweekly or monthly payment schedule. This includes students living on or off campus. **This policy will be required for all freshmen and all students on academic probation.** A student is considered a freshman if he-she has successfully completed less than 32 semester credit hours.

VETERANS RECEIVING BENEFITS

Class Attendance

Class attendance shall be mandatory for students receiving benefits from the Veterans Administration. Faculty will notify the Director of Student Life when a student fails to attend classes on a regular basis. Failure to attend class for three consecutive class periods will constitute non-attendance. Immediately following notification by faculty of a student's non-attendance the student will be counseled by the Director of Student Life. If this counseling does not result in immediate and continued class attendance, the student's VA benefits will be terminated effective the last date of regular class attendance.

Academic Progress

The minimum level of achievement necessary to graduate with an Associate of Arts degree is 64 hours successfully completed with a minimum 2.0 cumulative grade point average. The minimum level of achievement necessary to graduate with a Bachelor of Science degree is 128 hours successfully completed with a minimum 2.0 cumulative grade point average.

To insure timely graduation the minimum grade point average to be maintained is:

Freshman	1.50
Sophomore	1.75
Junior	2.00
Senior	2.00

A student who fails to meet the minimum grade point average for his/her class level will be placed on academic probation for the next term. If the student does not raise his/her grade point average to the minimum requirement during this term, his/her benefits will be terminated.

Where two or more unit subjects are undertaken and the student fails and/or withdraws from all, the student will be determined to have made unsatisfactory progress and thus terminated to the Veterans Administration.

Reporting Responsibility

The Director of Veterans Affairs at Dakota State College will be responsible for keeping the Veterans Administration advised of all reductions, increases, interruptions, terminations and changes in the status of students receiving VA benefits. The Veterans Administration will be notified of any changes during or immediately after the end of the month in which the change occurs.

ACADEMIC ADVISING

Each student is assigned a faculty adviser chosen from an academic area in which the student is interested. The adviser is well informed about each program and will meet regularly with the student to insure the student's proper progress.

CAMPUS HOUSING

Campus housing includes both men's and women's residences with a total capacity of more than 700. Each residence hall is managed by a full-time resident director and a staff of resident assistants. All unmarried freshman and sophomore students *under the age of 21*, other than those living full-time with their parents, are required to live in campus housing and to participate in the food service program.

HEALTH SERVICE

Health service is provided by the Madison Clinic, directly across the street from Zimmermann Hall, by contract with the college. Each full-time student is charged a health service fee which covers two diagnostic calls per illness per semester, eight days hospitalization during any eleven month period, and a maximum of \$10.00 credited toward the use of the emergency room and ancillary services.

COUNSELING

The Student Development Center provides counseling service which gives the student confidential assistance with educational, vocational, personal or social problems.

JOB PLACEMENT

The placement service provides the student assistance in obtaining employment. This service continually seeks to expand the college's contacts within business, educational, governmental, and professional areas to increase job opportunities for graduates. The placement service provides assistance in resume writing and preparing for interviews.

READING CLINIC AND STUDY SKILLS COURSE

The reading clinic is designed to improve reading speed and comprehension. The program enables each student to start where he is and to move ahead as fast and as far as his learning rate and capacity will let him. The study skills course assists students in developing the most effective study techniques.

STUDENT ACTIVITIES AND CAMPUS LIFE

Dakota State offers a wealth of wholesome activities featuring clubs, organizations, music, dramatics, publications, athletics, intramurals, etc., where students may enjoy both group and individual participation.

Social Life: Dances, concerts, entertainment events, picnics, interdorm social events.

Cultural Life: Strong program in choral and instrumental music, student drama group, on-campus film series, several forms of forensic activity.

Religious Life: Regular group meetings conducted on campus or in church activity rooms. Both Protestant and Catholic groups have centers near the campus.

Athletics: There are organized competitive sports for both men and women. Women's sports include; volleyball, basketball, softball, and track. Men's sports include; football, basketball, track, baseball, wrestling, golf and tennis. DSC is a member of the South Dakota Intercollegiate Conference, and the National Association of Intercollegiate Athletics.

CONDUCT

Dakota State College has certain specified rules of conduct. It is to be assumed that a student has no moral right to discredit himself or the College. It is the individual's responsibility to himself and to the College to maintain a dignity that will be a credit to both. It is also assumed that students come to the College for a serious purpose, and that they will conform to regulations made by the faculty, administration or students. Failure to abide by the rules of conduct will result in disciplinary action.

TRANSCRIPT POLICY

Upon graduation each student is entitled to one transcript of record without charge. Additional transcripts will cost one dollar each. The student must present a written request for the release of the transcript. A transcript may be obtained without charge by advisers, faculty, or staff for campus use only. The reason, signature and approval are required.

If a student is delinquent in the payment of any bill due the college, credits will be withheld for certification and transfer until the bills are paid or the credits are released by administrative action.

ACADEMIC INFORMATION**ADMINISTRATION**

All college teaching functions are supervised by the Dean of Instruction and the various Division Chairpersons. The Dean is the principal academic administrator; all questions regarding matters directly affecting the academic program are answered by him or relayed to the Division Chairperson or Registrar.

A Bachelor of Science or Bachelor of Science in Education degree may be earned in the following academic areas:

Bachelor of Science:

Art	Medical Record Administration
Biology	Music
Business Administration	Physical Education
Chemistry	Physical Science and Mathematics Composite
English	Secretarial and Office Administration
History	Social Science
Mathematics	Speech and Drama

Bachelor of Science in Education:

*Elementary Education with
specializations in:*

Art
Biology
Chemistry
Early Childhood Education
Economics and Business
English
General Science
Health and Physical Education
History
Industrial Arts
Mathematics
Music
Physics
Physical Science
Psychology
Social Science
Special Education
Speech and Drama

*Secondary Education
with majors in:*

Art
Biology
Business-Basic Business, Secretarial Subjects
Chemistry
English
History
Mathematics
Music
Physical Education
Physical Science and Mathematics Composite
Social Science
Speech and Drama

In addition to a major, all students except for the fifty-hour majors must earn a minor. Minors offered are:

Art
Biology
Business-Basic Business,
Secretarial Subjects
Chemistry
Criminal Justice
Economics
English

French
Health
History
Mathematics
Music
Physical Education
Physics

Political Science
Psychology
Related Subjects
Social Science
Sociology
Spanish
Speech and Drama

The two-year **Associate of Arts Degree** may be earned in the following programs. For further information see the division listed in parentheses.

Accounting (BIPA)
Criminal Justice (by consortium with USD) (Educ., PE, and Behavioral Science)
Data Processing (3 options: Business, Mathematical, Governmental) (BIPA)
Early Childhood Education (Education, PE, and Behavioral Science)
Humanities (Humanities)
Health Insurance Claims Examiner (BIPA)
Health Services (3 options: Transcriptionist, Receptionist, General)
(Science, Math, & Health Services)
Materials Management (BIPA)
Medical Record Technology (Science, Math & Health Services)
Retail and Small Business Management (BIPA)
Secretarial Science (3 options: Executive, Legal, Medical) (BIPA)
Social Service Assistant (Education, PE, and Behavioral Science)
Travel Specialist (BIPA)

ACADEMIC REGULATIONS**THE SEMESTER SYSTEM**

The academic year is divided into two semesters of 16 weeks each (holidays and vacations not included). A summer session is provided during June and July. It is possible for students to enter at the beginning of either semester or summer ses-

sion. All credits toward graduation are counted as "semester hours." A "semester hour" is granted for successful completion of a subject scheduled at least one period a week for 16 weeks.

THE COURSE LOAD

The average schedule of classes is 16 semester hours per week. A student with such a schedule spends at least 16 hours per week in class. Laboratory courses require extra periods. Each non-laboratory class period requires about two hours of outside preparation. Students with special needs may not be granted permission for a limited overload.

OVERLOADS

Overloads will be approved by the chairperson of the division in which the student's major is designated. The following grade point average for the immediately prior semester will ordinarily serve as minimal criteria for overloads:

1. Through 18 credit hours—not considered an overload
2. 19 or 20 credit hours—2.75 g.p.a. for prior semester
3. 21 or 22 credit hours—3.00 g.p.a. for prior semester

Ordinarily, no student will be allowed to take over 22 credit hours; however, in exceptional situations additional credit hours may be authorized by the Dean of Instruction.

CLASSIFICATION OF STUDENTS

Students are classified according to the number of hours earned as they proceed toward graduation as follows:

Freshmen	31 semester hours or less
Sophomores	32-63 semester hours
Juniors	64-95 semester hours
Seniors	96 semester hours or over

GRADING POLICY

Six grades are used to indicate quality of credits earned. These are "A", "B", "C", "D", "I", and "F." Grades of "D" and "F" indicate unsatisfactory work. "D" is given for work which is of poor quality but need not be repeated; however, students cannot graduate without a "C" average. "F" is given for work so poorly done that it must be repeated. An "I" (incomplete) will be given when a student does not complete work due to circumstances beyond the student's control. An incomplete must be removed during the first term following in which the subject is offered and in which the student is in residence or a grade of "F" will be recorded. "W" indicates a student has withdrawn officially before the end of the semester. The "W" is followed by a "P" or "F" indicating withdrawn passing or withdrawn failing.

Grade Points

Grade points are counted as follows:

A	4 grade points for each hour of credit
B	3 grade points for each hour of credit
C	2 grade points for each hour of credit
D	1 grade point for each hour of credit
F	0 grade points for each hour of credit

Grade Point Average

The grade point average is computed by multiplying the grade points earned for each course by the hours of credit in the course and then dividing the total hours attempted into the total number of grade points earned. Example:

Grade	Hours in course	Total Points
A (4)	3	12
B (3)	3	9
C (2)	3	6
D (1)	3	3
F (0)	3	0
Total hours attempted	15	Total Points earned 30

30 divided by 15 = 2.00 Grade Point Average

Repeating Courses

A student may repeat any course to improve a grade. The last grade will be recorded.

Grade Reports

During the regular year, mid-term and final grades will be reported for all students. During the summer session final grades only are reported.

ACADEMIC PROBATION AND SUSPENSION

A student is placed on academic probation at the end of the semester if he fails to maintain the following cumulative grade point average:

Freshman	1.50
Sophomore	1.75
Junior	2.00
Senior	2.00

A student who completes a semester of acceptable academic work (2.00 GPA) while on academic probation but does not bring his cumulative average to the above standard will continue on academic probation.

A student who is on academic probation but fails to meet the minimum grade point average for his class or who has not made a 2.00 semester average will not be allowed to re-enroll for a period of one semester. A student on academic probation who is not attending class regularly may be immediately suspended.

A student placed on suspension may petition the Student Academic Affairs Committee for re-admission.

A student who fails in one-half or more of the course hours carried is placed on academic probation regardless of grade point average.

To be accepted into teacher education, a student must have a 2.00 cumulative grade point average when he makes application, usually sometime in the sophomore year. A student must have a 2.00 cumulative grade point average to be accepted for student teaching.

Only those students with a cumulative grade point average of 2.00 or better will be eligible for graduation.

ACADEMIC HONORS

A student who earns a grade point average of 3.30 in a single semester will be on the Dean's Honor List. The student must carry a minimum of twelve hours.

Special Academic Honors

Graduates with a cumulative grade average as follows, will be graduated with Academic Honors:

Summa Cum Laude	3.7 or above
Magna Cum Laude	3.50—3.69
Cum Laude	3.30—3.49

ABSENCE FROM CLASS

Enrollment in a class implies responsibility for attending each class session. No so-called "cuts" are permitted. Students who are absent unavoidably may ask to have such absence excused by individual instructors. Repeated absences from the course will be reported to the Dean of Student Life and may result in dismissal from the course and/or the college.

EXTENSION AND OFF-CAMPUS CREDIT

Any off-campus course of the college is considered to be extension credit work. Extension courses offered on the campus in the evening and on Saturdays will be counted as regular residence credit courses. All courses will be taught by qualified instructors. Not more than 30 semester hours extension credit may apply toward the degree. Extension credit may be used for certification requirements under the policy of the Division of Elementary and Secondary Education.

CREDIT BY EXAMINATION

Dakota State College participates in the College Level Examination Program (CLEP) which is designed to measure what people have learned through independent study, on-the-job training, reading, travel, and non-credit courses. College credit is given upon successful completion of a CLEP test. In addition, an enrolled student may challenge a course in subjects not covered by already established CLEP examinations. College credit may be earned by passing the college-prescribed examination.

CORRESPONDENCE WORK

Dakota State College does not offer courses by correspondence but such credit may be transferred from other accredited institutions. Correspondence work cannot be taken for credit if taken simultaneously with residence work and thus constituting an overload, without special permission from the Dean of Instruction.

Not more than thirty semester hours of credit earned by extension, examination, and correspondence combined may be credited toward graduation.

COOPERATIVE EDUCATION

Cooperative Education is a program which allows college students to work as interns in various organizations for a designated period of time. This work/learning experience relates directly to the student's career objective. Credit for the cooperative education experience is arranged through division chairpersons.

The average college student tends to develop a rather narrow outlook when experience in college is limited to classroom attendance. Cooperative work experience helps a college student develop an understanding of other people and greater human relation skills by using the community as a laboratory for learning. It provides opportunities to broaden outlook and shape behavior patterns to meet demands of the outside world.

For many students, an internship provides experience along with salary and position in after graduation employment.

GRADE DELETION POLICY

To assist DSC students in finding a major more appropriate to their interests and abilities and leading to successful completion of a two or four year degree, the following policy has been implemented at DSC.

1. A student who has changed his area of study and has successfully completed a minimum of twelve credit hours in his new area with a grade average of "C" or better and without any grade of "F" in course work, may petition for deletion of "D" or "F" course work accumulated in his former major, minor, specialization, or career program. A maximum of thirty (30) semester hours may be deleted.

2. The choice of courses to delete is the responsibility of the student, with the recommendation of his new area adviser and the approval of the Dean of Instruction.

3. Initiation of such a petition is the responsibility of the student and must be accomplished not later than one full semester prior to intended graduation.

4. "Deleted" courses referred to above will be left on transcripts but marked to indicate that hours and grades were not used in computing graduation requirements (grade point average and hours needed to graduate).

GENERAL EDUCATION REQUIREMENTS IN ALL CURRICULA

Selected courses in general education are required which do not belong to any single area of study but which synthesize knowledge. The general education courses are included in all Bachelor of Science curricula and meet requirements of the state law governing teaching certificates and admission requirements of the professional schools. The courses listed in general education are basic and are required of all candidates for graduation.

Areas of study in which the work is required are shown in the following general education outline.

COMMUNICATION SKILL		8 hours
Engl 100	Written Communication	4 hours
SpCm 100	Oral Communication	4 hours
PHYSICAL EDUCATION		4 hours
PE 100	Physical Education (Activity classes)	4 hours
PSYCHOLOGY		3 hours
Psyc 101	General Psychology	3 hours
SOCIAL SCIENCE		12 hours
I. Select one:		
Hist 251	History of the U.S. Through 1865	3 hours
Hist 252	History of the U.S. Since 1865	3 hours
Hist 255	American Heritage	3 hours
Hist 365	Westward Movement in America	3 hours
Hist 377	Economic History of the U.S.	3 hours
Hist 378	History of Racial Minorities in America	3 hours
II. Select one:		
PolS 202	American Government: National	3 hours
PolS 261	Introduction to Political Science	3 hours
III. Select one:		
Anth 220	Cultural Anthropology	3 hours
Geog 201	Introduction to Geography	3 hours
Geog 451	Economic Geography	3 hours
IV. Select one:		
Soc 100	Principles of Sociology	3 hours
Soc 150	Social Problems	3 hours
BIOLOGICAL SCIENCES		4 hours
Select one:		
Biol 101, 102	General Biology & Lab	4 hours
Biol 111, 112	Environmental Education & Lab	4 hours
Biol 155, 156	Biological Principles & Lab	4 hours
Biol 157, 158	General Botany & Lab	4 hours
Biol 165, 166	General Zoology & Lab	4 hours
H SC 141	Primary Core for Health Serv & Lab	4 hours

PHYSICAL SCIENCES**4 hours**

Select one:

Chem 112	General Chemistry I & Lab	4 hours
Chem 120	Carbon Chem for Secondary Core in Health Services & Lab	4 hours
E SC 107, 108	Intro to Earth Science and Astronomy & Lab	4 hours
PhSi 105, 106	Physical Science & Lab	4 hours
PhSi 185, 186	Astronomy & Lab	4 hours
Phys 111, 112	General Physics I & Lab	4 hours

MATHEMATICS**3 hours**

Select one:

Math 110	Introductory College Algebra	3 hours
Math 111	College Mathematics I	3 hours
Math 122	Precalculus Mathematics	5 hours
Math 140	Consumer Mathematics	3 hours
Math 341	Fundamentals of Mathematics (for elementary education majors)	3 hours

FINE ARTS AND LITERATURE**5 hours**

ArH 231	Aesthetics	2 hours
Engl	Any Literature Course	3 hours

NOTE:

1. American Heritage is not required for history majors or minors or elementary majors. A three-hour course must be substituted for history majors and minors. In the elementary education program Hist 251 and 252 are required.

2. Elementary education majors are required for certification purposes to take Biology or Environmental Education and Physical Science or Earth Science.

THE BACHELOR OF SCIENCE DEGREE**Purposes**

1. To provide educational experiences of a broad cultural nature.
2. To encourage the student to develop basic skills and knowledge which will enable him to enter directly into many professional fields.
3. To give a foundation on which to develop further professional study.

Requirements:

1. Completion of the general education requirements.
2. Completion of an academic major.
3. Completion of an academic minor except as provided in specifically identified curricula.
4. Completion of electives to make a total of 128 semester hours.
5. A cumulative grade point average of 2.000 for all work completed.
6. A grade point average of 2.000 in the major field.

RELATED SUBJECTS MINOR

The related subjects minor is composed of selected courses from fields which are (1) complementary to a major, or (2) are related to each other to constitute a secondary career objective not available through traditional minors.

The related subjects minor was specifically designed to (1) provide students with a minor which is complementary to their career objectives, (2) allow students completing an Associate of Arts degree to develop a minor from specific courses in their two-year programs, and (3) to allow students working toward their Bachelor of Science degree to utilize specific courses from two-year associate of arts programs in a complementary minor. A related subjects minor may be used as a specialization for elementary majors.

The related subjects minor is designed by the student and his academic adviser and must be approved by a faculty committee. The faculty committee is chosen by the adviser from the areas involved. A minimum of nine hours of upper division courses is required. The number of credits within the minor that can be earned through independent study and or internship will be limited to three. The minor requires at least 21 semester hours. Any courses taken prior to the design of the minor must be approved by the faculty committee and a memo sent to the registrar.

The student must designate a career objective for which the related minor provides preparation. Some examples of a related subjects minor might include the following combinations of courses from various areas or specialized courses from two-year programs which are not minors:

Two-year programs:

1. Data Processing (to fit with a major in business, mathematics, or one of the sciences, including social science)
2. Medical Records Technology (to fit with a major in business, secretarial science, or a health related area)
3. Early Childhood Education (to fit with elementary education)

Area Combinations:

1. Library science, journalism, and drama for English education majors
2. Industrial arts and art for speech-drama majors
3. Physical education and health for non-physical education majors who wish to coach

GRADUATION REQUIREMENTS

RESIDENCY REQUIREMENTS

To be eligible for graduation from any curriculum, a student must have attended Dakota State College a minimum of 36 weeks (or two semesters) and have a minimum of 32 semester hours of work. The last 16 semester hours must be earned in resident study at this institution. Students transferring to Dakota State College must take a minimum of five hours in their major to be recommended for graduation.

MAJOR AND MINOR REQUIREMENTS

To graduate from Dakota State College, a student must complete the requirements for a major field of study.

Majors are offered in Elementary Education and in various subject matter fields. The requirements for a major are established in each division. The number of hours required for a major are not the same in all areas. Review carefully the major and minor requirements as established by each academic division. Students who select majors in fields other than music, non-teaching business, composite majors, or elementary education must complete an academic minor. In some cases, by wise use of electives, students may complete two academic minors. Elementary education majors must complete the requirements for two twelve-hour fields of specialization or one twenty-four hour specialization. In all curricula, a student must have a 2.00 grade point average in his major field of study.

REQUIRED AMOUNT AND QUALITY OF WORK

The four-year baccalaureate curriculum requires a total of 128 semester hours of credit of which not more than 30 semester hours may be earned in correspondence, extension, or by examination. At least 40 semester hours must be completed in the upper division of the College, i.e., in courses numbered 300 or above. Special permission must be obtained from the Dean of Instruction and/or the adviser to take a course more than one year above or below your classification. Only those students whose grade point average is 2.00 or above will be recommended for graduation from any curriculum.

APPLICATION FOR GRADUATION

All the candidates for graduation from any curriculum must apply formally in writing to the Registrar's office not later than the semester immediately preceding the semester in which the student shall complete his work. Application forms are available at the Registrar's office.

APPLICATION FOR CERTIFICATION

All graduates planning to teach in South Dakota must file an application for certification with the Division of Elementary and Secondary Education in Pierre. Forms are available at the office of the Registrar.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

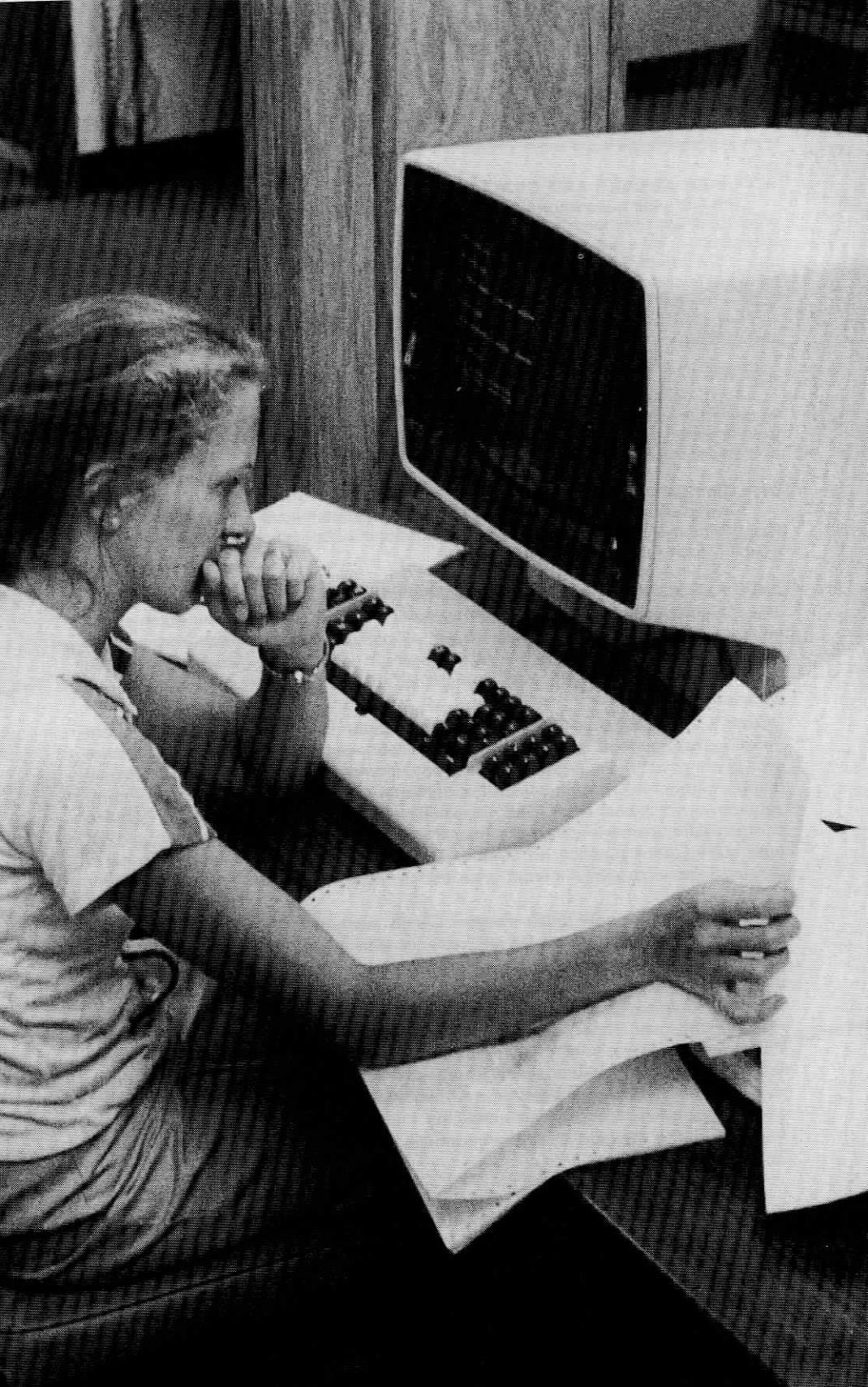
The Family Educational Rights and Privacy Act of 1974 is a Federal law which states (a) that a written institutional policy must be established and (b) that a statement of adopted procedures covering the privacy rights of students be made available. The law provides that the institution will maintain the confidentiality of each student's educational records.

Dakota State College accords all the rights under the law to students who are declared independent. No individual or organization outside the institution shall have access or nor will the institution disclose any information from students' educational records without the written consent of students except to personnel within the institution, or officials of other institutions in which students seek to enroll, to persons or organizations providing students financial aid, to accrediting agencies carrying out their accreditation function, to persons in compliance with a judicial order, and to persons in an emergency in order to protect the health or safety of students or other persons.

Within the College, only those members, individually or collectively, acting in the students' educational interest are allowed access to student records.

At its discretion the institution may provide Directory Information in accordance with the provisions of the Act to include: student name, address, telephone number, date and place of birth, major field of study, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended by the student, participation in officially recognized activities and sports, and weight and height of members of athletic teams. Students may withhold Directory Information by notifying the Office of the Registrar in writing no later than the 15th day after the first day of registration of *each* semester that the student is enrolled.

Authorization to withhold Directory Information must be filed each semester in the Office of the Registrar.



Division of Business, Industry, and Public Administration

The objectives of the Division of Business, Industry, and Public Administration are concise, pertinent, and realistic:

- (1) The preparation of competently trained professional and paraprofessional persons in a wide variety of programs within the basic areas of business administration, business education, secretarial and office administration, history, political science, economics, geography and data processing.
- (2) The development within the individual of a sense of intellectual inquiry, analysis, and understanding in personal, local, regional, national and international relationships among and between individuals, groups, and nations.
- (3) The preparation of persons for better citizenship.

MAJORS

Business Administration
Business Education-Basic Business, Secretarial Subjects
History
Secretarial and Office Administration
Social Science

MINORS

Business-Basic Business, Secretarial Subjects
Economics
History
Political Science
Social Science

ASSOCIATE OF ARTS DEGREE (two-year)

Accounting
Data Processing-Business, Government, Mathematics
Health Insurance Claims Examiner
Materials Management
Retail and Small Business Management
Secretarial Science-Executive, Legal, Medical
Travel Specialist

BUSINESS ADMINISTRATION

Degree: Bachelor of Science
Curriculum Adviser: Dr. Ernest Teagarden

Semester Hours Required: 128
Telephone: 605-256-3551 ext. 276

Program:

The program in business administration offers an opportunity for the student to secure a solid foundation in business while selecting a specialized or general option.

Required Professional Courses:

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
B Ad 180	Introduction to Business	3 hours
B Ad 310	Financial Management	3 hours
B Ad 320	Introduction to Business Statistics	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
B Ad 350	Business Law	3 hours
B Ad 370	Introduction to Marketing	3 hours
B Ad 461	Principles of Industrial Organization and Management	3 hours
Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours
	Business Option (See Below)	17 hours
Total semester hours		50 hours

Business Options:**Industrial and Materials Management Option:**

B Ad 268	Inventory Control: Introduction to Materials Management	3 hours
B Ad 362	Management of Personnel	3 hours
B Ad 366	Traffic	3 hours
B Ad 367	Materials Handling	3 hours
B Ad 369	Purchasing	3 hours
	Elective	2 hours
Total semester hours		17 hours

Accounting Option:

Actg 310	Intermediate Accounting I	3 hours
Actg 311	Intermediate Accounting II	3 hours
Actg 320	Cost Accounting	3 hours
Actg 430	Federal Taxation Accounting	3 hours
Actg 450	Auditing	3 hours
	Elective	2 hours
Total semester hours		17 hours

Small Business Management Option:

B Ad 261	Small Business Management	3 hours
B Ad 315	Credit and Collection	3 hours
B Ad 362	Management of Personnel	3 hours
B Ad 371	Merchandising	3 hours
Econ 361	Government and the Economy	3 hours
	Elective	2 hours
Total semester hours		17 hours

Data Processing Option:

CSci 312	Introduction to P/L1	4 hours
CSci 313	Introduction to COBOL	4 hours
CSci 351	Job Control Language	4 hours
CSci 361	Systems Utility Programming	2 hours
CSci 392	Application Programming	3 hours
Total semester hours		17 hours

Marketing Option:

B Ad 371	Merchandising	3 hours
B Ad 373	Principles of Advertising	3 hours
B Ad 474	Sales and Sales Management	3 hours
Econ 341	International Trade and Finance	3 hours
	Elective	5 hours
Total semester hours		17 hours

General Business Option:

Seventeen semester hours from business and economics courses may be selected with the assistance of an adviser.

General Education Requirements:

The general education requirements of 43 semester hours are found in the general information section.

Typical First-Year Schedule:**First Semester**

Engl 100	Written Communication	4
Biol	Biology Requirement	4
PE 100	Physical Education	1
Math 110	Introductory College Alg	3
B Ad 180	Introduction to Business	3
	Elective	1
Total semester hours		16

Second Semester

SpCm 100	Oral Communication	4
PhSi	Physical Science Requirement	4
PE 100	Physical Education	1
Geog	Geography Requirement	3
*O Ed 244	Business Communication	3
	Elective	1
Total semester hours		16

* Recommended Elective

Placement Opportunities:

Employment for Business Administration graduates is expected to increase 18 percent through 1985 this compares favorable with a 21.6 percent increase nationally. The share of total employment attributed to managers and administrations is expected to increase slightly, from 11.5 percent in 1974 to 12.1 percent in 1985.

Advanced Education Opportunities:

The next step in formal preparation is the Master of Business Administration. The University of South Dakota has recently reported that DSC graduates in business entering the MBA program have done well both academically and in the job market upon graduation.

Note:

No minor is required with the Business Administration major.

BUSINESS EDUCATION

Degree: Bachelor of Science in Education
Curriculum Adviser: Mrs. Glayds Tratebas

Semester Hours Required: 128
Telephone: 605-256-3551 ext. 224

Program:

The business education program is designed to prepare the student for a career of teaching business subjects at the secondary level in either basic business or secretarial subjects.

Required Professional Courses:**Basic Business:****Minor:**

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
B Ad 350	Business Law	3 hours
Econ 201	Principles of Economics I	3 hours
O Ed 111	Typewriting	3 hours
O Ed 112	Advanced Typewriting	3 hours
O Ed 331	Office Machines	2 hours
Total semester hours		20 hours

Major:

Minor Requirements (listed above)		20 hours
B Ad 320	Introduction to Business Statistics	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
Econ 202	Principles of Economics II	3 hours
Econ 330	Money and Banking or	3 hours
B Ad 310	Financial Management	3 hours
Total semester hours		32 hours

Secretarial Subjects:**Minor:**

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
O Ed 111	Typewriting	3 hours
O Ed 112	Advanced Typewriting	3 hours
O Ed 121	Shorthand I	3 hours
O Ed 122	Shorthand II	3 hours
O Ed 331	Office Machines	2 hours
	Elective (Business)	3 hours
Total semester hours		23 hours

Major:

Minor Requirements (listed above)		23 hours
B Ad 325	Fundamentals of Data Processing	3 hours
B Ad 350	Business Law	3 hours
Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours
O Ed 242	Office Practice	3 hours
Total semester hours		38 hours

General Education Requirements:

The general education requirements of 43 semester hours are found in the general information section.

Typical First-Year Schedule (Basic Business):

First Semester		Second Semester		
Engl 100	Written Communication	4	SpCm 100 Oral Communication	4
Math 110	Introductory College Algebra	3	PE 100 Physical Education	1
Biol	Biology Requirement	4	PhSi Physical Science Requirement	4
PE 100	Physical Education	1	PolS Political Science Requirement	3
O Ed 111	Typewriting	3	O Ed 112 Advanced Typewriting	3
Geog	Geography Requirement	3	Elective	1
Total semester hours		18	Total semester hours	16

Typical First-Year Schedule (Secretarial Subjects):

First Semester		Second Semester		
Engl 100	Written Communication	4	SpCm 100 Oral Communication	4
Math 110	Introductory College Algebra	3	PE 100 Physical Education	1
Biol	Biology Requirement	4	PhSi Physical Science Requirement	4
PE 100	Physical Education	1	O Ed 112 Advanced Typewriting	3
O Ed 111	Typewriting	3	O Ed 122 Shorthand II	3
O Ed 121	Shorthand I	3	Elective	1
Total semester hours		18	Total semester hours	16

Placement Opportunities:

Business education teachers remain in short supply. The placement office did not come close to satisfying demand during the past placement year. Students are encouraged to add an extra-curricular activity credential to this major.

Advanced Education Opportunities:

The Master of Education degree in Business Education is offered at all institutions providing graduate work in education. A common practice for teachers preparing themselves beyond the bachelor level is to take such course work on a part-time basis while teaching.

HISTORY**Degree:**

Bachelor of Science or Bachelor of Science in Education

Semester Hours Required: 128

Curriculum Adviser: Mr. Herbert Blakely

Telephone: 605-256-3551 ext. 252

Program:

The history program is designed to give the student a foundation for good citizenship, the necessary background to teach the subject at the secondary level, and a preparation for a career in law, foreign service, or politics.

Required Professional Courses:**Minor:**

Hist 125	Medieval Europe	3 hours
Hist 127	Modern Europe	3 hours
Hist 251	History of the United States Through 1865	3 hours
Hist 252	History of the United States Since 1865	3 hours
*Electives (History)		9 hours
Total semester hours		21 hours

*One upper-division U.S. History course and one upper-division non U.S. History course must be among these nine semester hours. The general education history requirement is not included in the major, minor, or specialization.

Major:

Minor Requirements (listed above)	
Electives (History)	
Total semester hours	

21 hours
<u>9 hours</u>
30 hours

General Education Requirements:

The general education requirements of 43 semester hours are found in the general information section.

Typical First-Year Schedule:**First Semester**

Engl 100 Written Communication	4
Math Mathematics Requirement	3
PE 100 Physical Education	1
Hist 125 Medieval Europe	3
Biol Biology Requirement	4
Elective	<u>1</u>
Total semester hours	16

Second Semester

SpCm 100 Oral Communication	4
PE 100 Physical Education	1
Hist 127 Modern Europe	3
PhSi Physical Science Requirement	4
Electives	<u>4</u>
Total semester hours	16

Placement Opportunities:

Employment of historians is expected to grow about as fast as the average for all occupations. Historians will be needed to fill positions in college and universities, junior colleges, libraries, archives, museums, secondary schools research and editorial organizations and government.

Advanced Education Opportunities:

Study beyond the bachelor level involves the Master of Arts program which allows for specialization in certain periods of history.

SECRETARIAL AND OFFICE ADMINISTRATION

Degree: Bachelor of Science
Curriculum Adviser: Mrs. Iva Larsen

Semester Hours Required: 128
Telephone: 605-256-3551 ext. 220

Program:

The program is designed to prepare the student for positions in business and government such as executive secretary, administrative assistant, and office manager and to provide necessary background for the Certified Public Secretary examination.

Required Professional Courses:

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
B Ad 180	Introduction to Business	3 hours
B Ad 310	Financial Management	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
B Ad 350	Business Law	3 hours
B Ad 362	Management of Personnel	3 hours
B Ad 370	Introduction to Marketing	3 hours
B Ad 461	Principles of Industrial Organization and Management	3 hours
Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours
O Ed 111	Typewriting	3 hours
O Ed 112	Advanced Typewriting	3 hours

O Ed 121	Shorthand I	
O Ed 122	Shorthand II	3 hours
O Ed 223	Shorthand III	3 hours
O Ed 242	Office Practice	3 hours
O Ed 224	Business Communications	3 hours
O Ed 251	Records Management	3 hours
O Ed 331	Office Machines	2 hours
O Ed 332	Secretarial Machines	2 hours
O Ed 343	Secretarial Practice	2 hours
		<u>3 hours</u>
Total semester hours		63 hours

Recommended Electives:

B Ad 268	Inventory Control: Introduction to Materials Management	3 hours
B Ad 485	Business Internship	1-16 hours
Econ 341	International Trade and Finance	3 hours
Econ 361	Government and the Economy	3 hours
PolS 320	Introduction to Public Administration	3 hours
Soc 330	Basic Human Communication Skills	3 hours
B Ad 336	Traffic	3 hours

General Education Requirements:

The general education requirements of 43 semester hours are found in the general information section.

Typical First-Year Schedule:**First Semester**

SpCm 100	Oral Communication	4
Math	Mathematics Requirement	3
O Ed 111	Typewriting	3
O Ed 121	Shorthand I	3
O Ed 224	Business Communications	3
O Ed 332	Secretarial Machines	2
Total semester hours		18

Second Semester

Engl 100	Written Communication	4
PolS	Political Science Requirement	3
O Ed 112	Advanced Typewriting	3
O Ed 251	Records Management	2
O Ed 331	Office Machines	2
O Ed 122	Shorthand II	3
Total semester hours		17

Placement Opportunities:

Since this is a new program at DSC, no one has graduated with this degree as of the 1978 school year. Nationally, placement opportunities are expected.

Advanced Education Opportunities:

Further study would lead to a masters degree in Business Administration with emphasis on management or personnel work.

Note:

No minor is required with the Secretarial and Office Administration major.

SOCIAL SCIENCE**Degree:**

Bachelor of Science or Bachelor of Science in Education

Curriculum Adviser: Dr. Reed Eaton

Semester Hours Required: 128

Telephone: 605-256-3551 ext. 245

Program:

This program is designed primarily to prepare high school instructors for teaching the several basic areas in social science. The social science curriculum pro-

vides a well-balanced program of course work in anthropology, economics, geography, political science, and sociology.

Required Professional Courses:

Minor:	3 hours
Econ 201 Principles of Economics I	3 hours
Econ 202 Principles of Economics II	3 hours
One upper division Economics course	3 hours
One upper division Geography course	3 hours
One upper division Political Science course	3 hours
One upper division Sociology course	3 hours
Two upper division elective courses must be chosen upon the recommendation of the adviser from the areas of economics, sociology, geography, or political science	6 hours
Total semester hours	24 hours

Major:	24 hours
Minor requirements (listed above)	
Four additional upper division elective courses chosen upon the recommendation of the adviser from the areas of economics, sociology, geography, and political science	12 hours
Total semester hours	36 hours

General Education Requirements:

The general education requirements of 43 semester hours are found in the general information section. The history requirement is not included in the major, minor, or specialization.

Typical First-Year Schedule:

First Semester		Second Semester	
Engl 100 Written Communication	4	SpCm 100 Oral Communication	4
PE 100 Physical Education	1	PE 100 Physical Education	1
Math Mathematics Requirement	3	PhSi Physical Science Requirement	4
Biol Biology Requirement	4	Electives	7
Geog Geography Requirement	3		
Elective	1		
Total semester hours	16	Total semester hours	16

Placement Opportunities:

Social Science majors with extra-curricular back-ups are finding positions. Graduates without extra-curricular preparations will find employment opportunities much more limited.

Non-teaching social science majors have been employed by the Division of Social Service as social workers.

Advanced Education Opportunities:

Advanced study in social science involves either a Master of Arts or Master of Science. Work can be done either in the broad context of social science or in a more specialized fashion in history, political science, economics, or geography.

ECONOMICS MINOR**Curriculum Adviser:** Mr. Robert Hermann**Telephone:** 605-256-3551 ext. 254**Program:**

The economics minor is designed to acquaint the student with the fundamentals of economics and thereby provide a strength to the major area of concentration.

Required Professional Courses:

B Ad 320	Introduction to Business Statistics	3 hours
Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours

Elective Professional Courses:

Nine additional semester hours must be selected from the list below to make a total of 18 semester hours:

Econ 304	History of Economic Thought	3 hours
Econ 330	Money and Banking	3 hours
Econ 341	International Trade and Finance	3 hours
Econ 361	Government and the Economy	3 hours
Econ 382	Labor Relations	3 hours
Econ 433	Public Finance	3 hours
Hist 377	Economic History of the United States	3 hours
Geog 451	Economic Geography	2 hours

POLITICAL SCIENCE MINOR**Curriculum Adviser:** Dr. Reed Eaton**Telephone:** 605-256-3551 ext. 245**Program:**

The political science minor is designed to acquaint the student with the fundamental theory of political science and thereby provide a strength to the major area of concentration.

Required Professional Courses:

None

Elective Professional Courses:

Elect six of the following courses to total 18 semester hours:

PolS 210	American Government: State and Local	3 hours
*PolS 261	Introduction to Political Science	3 hours
PolS 302	Political Parties and Pressure Groups	3 hours
PolS 320	Introduction to Public Administration	3 hours
PolS 340	Comparative Government	3 hours
PolS 351	International Politics	3 hours
PolS 360	History of Political Thought	3 hours
PolS 430	Constitutional Law	3 hours
PolS 454	International Organization	3 hours
PolS 495	Independent Study (hours arranged)	3 hours
PolS 469	Diplomatic History of the United States	3 hours
*PolS 202	American Government: National will be substituted if PolS 261 is chosen as a General Education requirement.	3 hours

ACCOUNTING

Degree: Associate of Arts
Curriculum Adviser: Mr. Melvin Scott

Semester Hours Required: 68
Telephone: 605-256-3551 ext. 245

Program:

The accounting program prepares the student for a position as bookkeeper or technical accountant in a business or governmental agency. A background in accounting provides excellent entrance to the business world.

Required Professional Courses:

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
Actg 310	Intermediate Accounting I	3 hours
Actg 311	Intermediate Accounting II	3 hours
B Ad 180	Introduction to Business	3 hours
B Ad 261	Small Business Management	3 hours
B Ad 310	Financial Management	3 hours
B Ad 350	Business Law	3 hours
B Ad 485	Business Internship	3 hours
Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours
*O Ed 111	Typewriting	3 hours
O Ed 331	Office Machines	2 hours
Total semester hours		38 hours

Elective Professional Courses:

One of the following:		3 hours
Actg 320	Cost Accounting	3 hours
Actg 430	Federal Taxation Accounting	3 hours
Two of the following:		6 hours
B Ad 320	Introduction to Business Statistics	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
B Ad 474	Sales and Sales Management	3 hours
B Ad 461	Principles of Industrial Organization and Management	3 hours
Econ 330	Money and banking	3 hours
Total semester hours		9 hours

General Education Requirements:

Engl 100	Written Communication	4 hours
Geog 201	Introduction to Geography	3 hours
Math 110	Introductory College Algebra	3 hours
PE 100	Physical Education	1 hour
Psyc 101	General Psychology	3 hours
Soc 100	Principles of Sociology	3 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		21 hours

*With consent of adviser another course may be substituted.

Typical First-Year Schedule:**First Semester**

Actg 210	Principles of Accounting I	3
Engl 100	Written Communication	4

Second Semester

Actg 221	Principles of Accounting II	3
O Ed 331	Office Machines	2

O Ed 111	Typewriting	3	Geog 201	Introduction to Geography	3
PE 100	Physical Education	1	Psyc 101	General Psychology	3
Math 110	Introductory College Algebra	3	Soc 100	Principles of Sociology	3
B Ad 180	Introduction to Business	3	SpCm 100	Oral Communication	4
Total semester hours		17	Total semester hours		18

Placement Opportunities:

Thousands of job openings for bookkeepers and accountants are expected every year through 1985. Jobs will be numerous even though employment is expected to grow slowly over the next ten years. This occupation is large and turnover is high.

Advanced Education Opportunities:

Additional study would lead to a bachelor degree in accounting.

DATA PROCESSING

Degree: Associate of Arts

Curriculum Adviser: Mr. Glenn Pearson

Semester Hours Required: 64

Telephone: 605-256-3551 ext. 214

Program:

This triple-option program is designed to prepare students for para-professional positions in business data processing, government data processing, or mathematical data processing. Regardless of the option chosen, the student is provided a fundamental knowledge of data processing concepts, of COBOL, FORTRAN, and PL/1 computer languages, and of job control language and system utility programs for IBM 360 and 370 systems.

Required Professional Courses:

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
*CSci 312	Introduction to PL/1	4 hours
CSci 313	Introduction to COBOL	4 hours
CSci 351	Job Control Language	4 hours
CSci 361	System Utility Programs	2 hours
*CSci 392	Applications Programming (PL/1)	3 hours
CSci 392	Applications Programming (COBOL)	3 hours
CSci 490	Practicum	3 hours
Math 171	Intro to Computer Programming (FORTRAN)	3 hours
Total semester hours		35 hours

Data Processing Options:**Business Option:**

B Ad 180	Introduction to Business	3 hours
B Ad 268	Inventory Control	3 hours
B Ad 310	Financial Management	3 hours
B Ad 320	Introduction to Business Statistics	3 hours
B Ad 461	Principles of Industrial Organization and Management	3 hours
Math 110	Introductory College Algebra	3 hours
Total semester hours		18 hours

* Certain substitutions are possible with prior approval of the academic adviser.

Government Option:

B Ad 320	Intro to Business Statistics	3 hours
CSci 392	Applications Programming (COBOL)	3 hours
Econ 433	Public Finance	3 hours
Math 110	Introductory College Algebra	3 hours
PolS 202	American Government: National	3 hours
PolS 210	American Government: State and Local	3 hours
PolS 320	Introduction to Public Administration	3 hours
Total semester hours		21 hours

Mathematical Option:

Math 122	Precalculus Mathematics	5 hours
Math 123	Calculus I with Analytic Geometry	4 hours
Math 224	Calculus II	4 hours
Math 225	Intermediate Calculus	3 hours
Math 321	Differential Equations or	
Math 373	Computer Mathematics	3 hours
	Elective	2 hours
Total semester hours		21 hours

General Education Requirements:

Engl 100	Written Communication	4 hours
Psyc 101	General Psychology	3 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		11 hours

Typical First-Year Schedule (Business Option):

First Semester		Second Semester	
Math 171	Intro to Computer	CSci 312	Intro to PL/1
	Programming (FORTRAN)	Actg 211	Prin of Accounting II
Math 110	Intro College Algebra	SpCm 100	Oral Communication
Actg 210	Prin of Accounting I	Psyc 101	General Psychology
B Ad 325	Fund of Data Processing	B Ad 180	Intro to Business
Engl 100	Written Communication		
Total semester hours	16	Total semester hours	17

Typical First-Year Schedule (Government Option):

First Semester		Second Semester	
Math 171	Intro to Computer	CSci 312	Intro to PL/1
	Programming (FORTRAN)	Actg 211	Prin of Accounting II
Math 110	Intro College Algebra	SpCm 100	Oral Communication
Actg 210	Prin of Accounting I	PolS 202	American Govt: Nat'l
B Ad 325	Fund of Data Processing	Psyc 101	General Psychology
Engl 100	Written Communication		
Total semester hours	16	Total semester hours	17

Typical First-Year Schedule (Mathematical Option):

First Semester		Second Semester	
Math 171	Intro to Computer	CSci 312	Intro to PL/1
	Programming (FORTRAN)	Actg 211	Prin of Accounting II
Math 122	Precalculus Math	SpCm 100	Oral Communication

Actg 210	Prin of Accounting I	3	Math 123	Calculus I with	
Engl 100	Written Communication	4		Analytic Geometry	4
B Ad 325	Fund of Data Processing	3			
Total semester hours		18	Total semester hours		15

Placement Opportunities:

Changes in data processing technology will have differing effects on computer operating occupations. Employment of keypunch operators is expected to decline through the mid-1980's because of advances in other data entry techniques and equipment. By contrast, expanding usage of computer hardware, especially terminals, will cause the demand for console and auxiliary equipment operators to rise very rapidly and employment is expected to grow faster than the average for all occupations.

Advanced Education Opportunities:

Advanced study could take the form of additional courses on particular equipment or techniques, especially as new hardware and methods are developed, or the attainment of a bachelor degree in data processing.

HEALTH INSURANCE CLAIMS EXAMINER

Degree: Associate of Arts

Curriculum Adviser: Dr. Reed Eaton

Semester Hours Required: 67

Telephone: 605-256-3551 ext. 245

Program:

This program provides the student with the knowledge necessary to work as claims examiner for various insurance firms or programs. The program was implemented to meet the tremendous need for properly trained examiners.

Required Professional Courses:

Biol 323, 324	Human Anatomy and Physiology & Lab	4 hours
B Ad 332	Principles of Insurance	3 hours
B Ad 334	Current Health Insurance Programs	2 hours
B Ad 335	Insurance Contracts	2 hours
B Ad 320	Introduction to Business Statistics	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
B Ad 362	Management of Personnel	3 hours
B Ad 485	Business Internship	16 hours
HSC 130	Medical Terminology	3 hours
HSC 132	Medical Transcription and Advanced Terminology	3 hours
O Ed 111	Typewriting	3 hours
O Ed 244	Business Communications	3 hours
O Ed 331	Office Machines	2 hours
O Ed 333	Insurance Claims Processing and Problems	3 hours
Total semester hours		53 hours

Elective Professional Courses:

None

General Education Requirements:

Engl 100	Written Communication	4 hours
Math 110	Introductory College Algebra	3 hours
Soc 330	Basic Human Communication Skills	3 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		14 hours

Typical First-Year Schedule:

First Semester			Second Semester		
Engl 100	Written Communication	4	Math 110	Introductory College Algebra	3
Biol 323, 324	Human Anatomy and Physiology & Lab	4	Soc 330	Basic Human Communication	3
O Ed 111	Typewriting	3		Skills	3
O Ed 244	Business Communications	3	B Ad 332	Principles of Insurance	3
HSC 130	Medical Terminology	3	B Ad 325	Fund of Data Processing	3
			B Ad 362	Management of Personnel	3
			HSC 132	Medical Trans/Adv Term	3
Total semester hours		17	Total semester hours		18

Placement Opportunities:

Employment of claims representatives is expected to grow about as fast as the average for all occupations through the mid-1980's as the number of insurance claims continues to increase.

Advanced Education Opportunities:

Additional study would lead to a bachelor degree in business administration.

MATERIALS MANAGEMENT

Degree: Associate of Arts

Curriculum Adviser: Dr. Ernest Teagarden

Semester Hours Required: 65

Telephone: 605-256-3551 ext. 276

Program:

Materials management is one of the fastest growing areas in the field of business administration. It is designed to give the student professional training in purchasing, traffic, inventory control, and material handling together with a solid grounding in business fundamentals.

Required Professional Courses:

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
B Ad 180	Introduction to Business	3 hours
B Ad 261	Small Business Management	3 hours
B Ad 268	Inventory Control: Intro Materials Mgmt	3 hours
B Ad 367	Material Handling	3 hours
B Ad 369	Purchasing	3 hours
B Ad 461	Principles of Industrial Organization and Management	3 hours
B Ad 485	Business Internship	15 hours
Econ 201	Principles of Economics I	3 hours
O Ed 244	Business Communications	3 hours
Total semester hours		45 hours

Elective Professional Courses:

Two of the following:		6 hours
B Ad 366	Traffic	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
Actg 320	Cost Accounting I	3 hours
Total semester hours		6 hours

General Education Requirements:

Engl 100	Written Communication	4 hours
Math 110	Introductory College Algebra	3 hours
Psyc 101	General Psychology	3 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		14 hours

Typical First-Year Schedule:**First Semester**

Engl 100	Written Communication	4
B Ad 180	Introduction to Business	3
Actg 210	Prin of Accounting I	3
Econ 201	Prin of Economics I	3
Math 110	Introductory College Alg	3
Total semester hours		16

Second Semester

SpCm 100	Oral Communication	4
Actg 211	Prin of Accounting II	3
B Ad 261	Small Business Management	3
B Ad 268	Inventory Control: Intro	3
	Materials Management	3
Psyc 101	General Psychology	3
Total semester hours		16

Placement Opportunities:

Job opportunities for this skill are usually found in the industrial areas of the United States, but they are plentiful.

Advanced Education Opportunities:

Additional study would lead to a bachelor degree in business administration.

RETAIL AND SMALL BUSINESS MANAGEMENT

Degree: Associate of Arts

Curriculum Adviser: Dr. Ernest Teagarden

Semester Hours Required: 68

Telephone: 605-256-3551 ext. 276

Program:

The program prepares students for positions in the retail and wholesale trades and for ownership or management of small businesses.

Required Professional Courses:

Actg 210	Principles of Accounting I	3 hours
Actg 211	Principles of Accounting II	3 hours
B Ad 180	Introduction to Business	3 hours
B Ad 261	Small Business Management	3 hours
B Ad 268	Inventory Control: Intro Mat Mgmt	3 hours
B Ad 315	Credit and Collection	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
B Ad 350	Business Law	3 hours
B Ad 371	Merchandising	3 hours
B Ad 474	Sales and Sale Management	3 hours
B Ad 485	Business Internship	5 hours
Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours
O Ed 244	Business Communications	3 hours
O Ed 331	Office Machines	2 hours
Total semester hours		46 hours

Elective Professional Courses:

Business Electives	6 hours
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General Education Requirements:

Engl 100	Written Communication	4 hours
Math 110	Introductory College Algebra	3 hours
PE 100	Physical Education	2 hours
Psyc 101	General Psychology	3 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		16 hours

Typical First-Year Schedule:**First Semester**

Engl 100	Written Communication	4
Math 110	Introductory College Algebra	3
PE 100	Physical Education	1
B Ad 180	Intro to Business	3
Actg 210	Prin of Accounting I	3
Econ 201	Prin of Economics I	3
Total semester hours		17

Second Semester

SpCm 100	Oral Communication	4
B Ad 268	Inventory Control: Intro	3
	Materials Management	3
PE 100	Physical Education	1
Actg 211	Prin of Accounting II	3
Econ 202	Prin of Economics II	3
B Ad 261	Small Business Management	3
Total semester hours		17

Placement Opportunities:

Excellent job opportunities are available for graduates who would work as manager trainees in retail trade.

Advanced Education Opportunities:

Additional study would lead to a bachelor degree in business administration.

SECRETARIAL SCIENCE

Degree: Associate of Arts
Curriculum Adviser: Mrs. Iva Larsen

Semester Hours Required: 66-70
Telephone: 605-256-3551 ext. 220

Program:

This triple-option program provides the student with the knowledge and skills to obtain a position as an executive, legal, or medical secretary.

Required Professional Courses:

Actg 210	Principles of Accounting I	3 hours
*Actg 211	Principles of Accounting II	3 hours
B Ad 180	Introduction to Business	3 hours
O Ed 111	Typewriting	3 hours
O Ed 112	Advanced Typewriting	3 hours
O Ed 121	Shorthand I	3 hours
O Ed 122	Shorthand II	3 hours
O Ed 223	Shorthand III	3 hours
O Ed 242	Office Practice	3 hours
O Ed 244	Business Communications	3 hours
O Ed 251	Records Management	2 hours
O Ed 331	Office Machines	2 hours
O Ed 332	Secretarial Machines	2 hours
O Ed 343	Secretarial Practice	3 hours
Total semester hours		39 hours

*Certain substitutions are possible with prior approval of the academic adviser.

Secretarial Options:**Executive Secretary Option:**

B Ad 350	Business Law	3 hours
Three of the following:		9 hours
B Ad 261	Small Business Management	3 hours
B Ad 268	Inventory Control: Intro Materials Mgt	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
B Ad 461	Prin of Industrial Org and Mgt	3 hours
O Ed 224	Shorthand IV	3 hours
Soc 330	Basic Human Communication Skills	3 hours
B Ad 362	Management of Personnel	3 hours
Total semester hours		12 hours

Legal Secretary Option:

B Ad 350	Business Law	3 hours
CJus 201	Introduction to Criminal Justice	3 hours
Two of the following:		6 hours
B Ad 325	Fundamentals of Data Processing	3 hours
CJus 331	Criminal Law	3 hours
CJus 335	Administration of Justice	3 hours
O Ed 224	Shorthand IV-Legal	3 hours
PolS 430	Constitutional Law	3 hours
Soc 150	Social Problems	3 hours
Soc 330	Basic Human Communication Skills	3 hours
B Ad 362	Management of Personnel	3 hours
Total semester hours		12 hours

Medical Secretary Option:

Biol 323, 324	Human Anatomy and Physiology & Lab or	4 hours
HSC 145	Introduction to Anatomy and Emergency Medical Care	
HSC 130	Medical Terminology	3 hours
Two of the following:		6 or 7 hours
B Ad 325	Fundamentals of Data Processing	3 hours
HSC 141	Primary Core for Health Services	4 hours
HSC 150	Introduction to the Medical Record Field	3 hours
O Ed 224	Shorthand IV-Medical	3 hours
Soc 330	Basic Human Communication Skills	3 hours
B Ad 362	Management of Personnel	3 hours
Total semester hours		13 or 14 hours

General Education Requirements:

Engl 100	Written Communication	4 hours
Math	Math General Education Requirement	3 hours
PolS	Political Science General Ed Requirement	3 hours
SpCm 100	Oral Communication	4 hours
	Elective	3 hours
Total semester hours		17 hours

Typical First-Year Schedule:**First Semester**

SpCm 100	Oral Communication	4
Math 110	Introductory College Algebra	3
O Ed 111	Typewriting	3
O Ed 121	Shorthand I	3

Second Semester

Engl 100	Written Communication	4
PolS 202	American Government: Nt'l	3
O Ed 112	Advanced Typewriting	3
O Ed 251	Records Management	2

DAKOTA STATE COLLEGE

O Ed 244	Business Communications	3	O Ed 331	Office Machines	2
O Ed 332	Secretarial Machines	2	O Ed 122	Shorthand II	3
	Total semester hours	18		Total semester hours	17

Placement Opportunities:

Employment of secretaries is expected to increase faster than the average for all occupations through the mid-1980's, as the continued expansion of business and government creates a growing volume of paper work.

Advanced Education Opportunities:

Continued study in this area leads to the Bachelor of Science degree in Secretarial and Office Administration at DSC or similar degrees in other institutions.

Note:

Completion of the first year of this program results in the awarding of the Certificate of Proficiency in Secretarial Science.

TRAVEL SPECIALIST

Degree: Associate of Arts

Curriculum Adviser: Mr. Herbert Blakely

Semester Hours Required: 65
Telephone: 605-256-3551 ext. 252

Program:

This program is designed to provide the student with geographical knowledge and business skills in order to serve as travel agent, reservationist, or tour consultant with the various agencies and firms involved in this expanding field. This program is one of two or three in the U.S.A.

Required Professional Courses:

B Ad 261	Small Business Management	3 hours
B Ad 263	Domestic Travel Management	3 hours
B Ad 264	International Travel Management	3 hours
B Ad 485	Business Internship	7 hours
Geog 201	Introduction to Geography	3 hours
Hist 125	Medieval Europe	3 hours
Hist 127	Modern Europe	3 hours
Hist 251	History of U.S. Through 1865	3 hours
Hist 252	History of U.S. Since 1865	3 hours
O Ed 111	Typewriting	3 hours
O Ed 244	Business Communications	37 hours
	Total semester hours	

Elective Professional Courses:

One course in non-U.S. History

Three of the following:

Geog 313	Geography of Latin America	3 hours
Geog 317	Geography of Africa	3 hours
Geog 414	Geography of Europe	3 hours
Geog 416	Geography of Asia	3 hours
		6 hours

Two of the following:

B Ad 373	Principles of Advertising	3 hours
Econ 341	International Trade and Finance	3 hours
Fren 101	French	3 hours
Fren 102	French	3 hours
Span 101	Spanish	3 hours
Span 102	Spanish	3 hours
	Total semester hours	18 hours

General Education Requirements:

Engl 100	Written Communication	4 hours
PE 100	Physical Education	2 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		10 hours

Typical First-Year Schedule:**First Semester**

Geog 201	Introduction to Geography	3
Hist 251	Hist of U.S. Through 1865	3
Hist 125	Medieval Europe	3
Engl 100	Written Communication	4
O Ed 111	Typewriting	3
PE 100	Physical Education	1
Total semester hours		17

Second Semester

Geog	Regional Geography	3
SpCm 100	Oral Communication	4
Hist 252	Hist of U.S. Since 1865	3
Hist 127	Modern Europe	3
B Ad 261	Small Business Management	3
Total semester hours		16

Placement Opportunities:

Employment of reservation, ticket, and passenger agents is expected to grow faster than the average for all occupations through the 1980's. Opportunities for employment may fluctuate from year to year; however, since the number of airline passengers varies with ups and downs in the economy, applicants for positions with airlines may find considerable competition for any openings because a large number of people are attracted to airline jobs.

Advanced Education Opportunities:

Additional study in the specific area of travel would lead to a bachelor degree in travel management. Such work is currently available in only a few institutions in the country. A broadening of this area of study, however, is possible at the bachelor level in either social science or business.

COURSE DESCRIPTIONS**ACCOUNTING**

ACTG 210 PRINCIPLES OF ACCOUNTING I. Fundamental accounting principles. 3 (F)

ACTG 211 PRINCIPLES OF ACCOUNTING II. Continuation of Actg 210. A study of accounting as used in partnerships, corporations, departments, branches, and manufacturing firms. Statement analysis. Prerequisite: Actg 210. 3 (S)

ACTG 310 INTERMEDIATE ACCOUNTING I. Study of corporation accounting with special emphasis on issuing capital stock, bonds, setting up sinking funds and reserves. Prerequisite: Actg 211. 3 (F)

ACTG 311 INTERMEDIATE ACCOUNTING II. Special problems of corporations, consignment sales, installment sales, compound interest, investments, depreciation and depletion schedules, and intangible assets. Prerequisite: Actg 310. 3 (S)

ACTG 320 COST ACCOUNTING. Covers the general field of cost finding in manufacturing enterprises: determine cost allocation and distribution, job cost, process cost, operation cost, class cost and joint cost. Prerequisite: Actg 211. 3 (F)

ACTG 430 FEDERAL TAXATION ACCOUNTING. A comprehensive study of income tax accounting theory and practice. Federal income tax is applied to individuals, partnerships, corporations; preparation of the tax returns. Prerequisite: Actg 211. 3 (S)

ACTG 450 AUDITING. Standards, concepts and objectives of auditing. Prerequisite: Actg 311. 3 (F)

BUSINESS ADMINISTRATION

B AD 180 INTRODUCTION TO BUSINESS. A survey of the many phases of business, the specialized fields of business organization, accounting, insurance, marketing, banking, transportation, industry and industrial relations. Special emphasis is placed on a good business vocabulary. 3 (F)

B AD 261 SMALL BUSINESS MANAGEMENT. A basic study of the management of a small business. The course includes: initiation of new enterprises, financial and administrative control, store location and layout, promotion, and personnel and finance. 3 (S)

B AD 263 DOMESTIC TRAVEL MANAGEMENT. The study of scheduling for domestic carriers, tours, excursions, ticketing, fare construction, airline rules for group travel, travel agency management. Prerequisite: None. 3 (F)

B AD 264 INTERNATIONAL TRAVEL MANAGEMENT. The study of scheduling for international carriers, tours, excursions, ticketing, fare construction, tariff regulations, rules and guidelines for international travel. Prerequisite: B Ad 263 or consent of instructor. 3 (S)

B AD 268 INVENTORY CONTROL: INTRO TO MATERIALS MANAGEMENT. An outline of the basic principles of materials management, the general features of the control of productive and non-productive materials, handling of physical stocks, control of stock-outs and duplications, and the maintenance of proper inventory record systems. 3 (S)

COURSE DESCRIPTIONS

B AD 265 ORGANIZATIONAL BEHAVIOR IN BUSINESS. The behavior of individuals and groups in a business organization. Analyzing organizational systems and appropriate action within particular business structures. Human behavior complementing business organizational goals. 3 (OD)

B AD 310 FINANCIAL MANAGEMENT. Studies corporate structure and organization, methods by which the corporation obtains and administers funds and distributes profits. Prerequisite: Actg 210. 3 (F)

B AD 315 CREDIT AND COLLECTION. This course explains the fundamentals of credit, credit policies, cost of credit, credit management, collections, and customer selection. 3 (S)

B AD 320 INTRODUCTION TO BUSINESS STATISTICS. A study of the principles of statistical methods and how to apply them to business: collection, tabulation and graphic presentation of data; collection and treatment of frequency distributions. 3 (F,S)

B AD 324 IBM KEY PUNCH COMPUTATION. Study modern punch card machines and their application to accounting procedures. Machines include 029 and 129 key punch, 082 sorter and 3776 computer terminal. 2 (OD)

B AD 325 FUNDAMENTALS OF DATA PROCESSING. How to process data automatically, automation, equipment, and special languages needed in this field. 3 (F,S)

B AD 332 PRINCIPLES OF INSURANCE. A study of the theory and practice of life, health, property, casualty, and social insurance. A study of the concept of risk and its implications in decision making the human life value concept and protection against loss of earning power. Rating principles are considered. Public measures against economic insecurity and analysis of political issues are covered. 3 (S)

B AD 334 CURRENT HEALTH INSURANCE PROGRAMS. A survey of the coverage and limitations of the current major health insurance programs, both public and private. A study of the implications of a national health insurance program. (Not a B Ad Elective) 2 (F)

B AD 335 INSURANCE CONTRACTS. A study of the fundamental legal principles of the insurance contract; unique characteristics of insurance contracts; various forms of insurance contracts; contract analysis. Health insurance; group insurance, workman's compensation and social security insurance. Prerequisites: B Ad 332 or consent of the instructor. (Not a B Ad Elective) 2 (E)

B AD 350 BUSINESS LAW. A study of the fundamental principles of business law, including those underlying the law of contracts, negotiable instruments, sale of real estate and personal property, bailments, agency and business organizations. 3 (F,S)

B AD 362 MANAGEMENT OF PERSONNEL. A study of management of human resources in business organizations. Theory, principles, concepts, and practices of developing and utilizing personnel. 3 (S)

B AD 366 TRAFFIC. The selection of carriers, study of carrier service and rates, evaluation of carrier performance, and the study of packaging methods. Prerequisite: B Ad 268 or consent of instructor. 3 (OD)

COURSE DESCRIPTIONS

B AD 367 MATERIAL HANDLING. The study of the movement of materials within a business organization including the selection and use of equipment. Prerequisite: B Ad 268 or consent of instructor. 3 (OD)

B AD 369 PURCHASING. The selection of best sources of supply, negotiating terms of purchases, checking specifications of materials, supervision and development of contacts with suppliers relative to purchase of materials and development of standardized purchasing procedures. Prerequisite: B Ad 268 or consent of instructor. 3 (F)

B AD 370 INTRODUCTION TO MARKETING. The functional and institutional approaches to marketing using the case method in marketing and marketing research. 3 (F)

B AD 371 MERCHANDISING. An analysis of pricing, stock control, buying, mark-up, display, selling and local advertising at the retail and wholesale levels. 3 (S)

B AD 373 PRINCIPLES OF ADVERTISING. Preparation and placement of retail advertising. 3 (S)

B AD 461 PRINCIPLES OF INDUSTRIAL ORGANIZATION AND MANAGEMENT. Examination of the various types of business organizations and management principles with emphasis on industrial forms. 3 (F)

B AD 474 SALES AND SALES MANAGEMENT. Principles and techniques used in personal selling, selling policies, and the functions and responsibilities of the sales manager. 3 (F)

B AD 485 BUSINESS INTERNSHIP. Work in a successful business in the region performing a wide range of the jobs within that firm to learn the business from the ground up. No more than six hours can be applied to the business administration major. 1-16 (F,S)

COMPUTER SCIENCE

CSCI 312 INTRODUCTION TO PL-1. An introduction to the PL-1 programming language emphasizing stream, list, data and edit directed data transmission, the IF and DO statement, arrays, structures, blocks, error conditions, record oriented data transmissions, sequential data sets, subroutines and functions, and built-in functions. Prerequisites: Math 110, Math 171. 3 (S)

CSCI 313 INTRODUCTION TO COBOL. An introduction to the COBOL programming language including input-output operations, addition, subtraction, multiplication, division, the compute statement, comparing, condition-names, GOTO options, headings, major, intermediate, and minor totals, table look-up, and sequential data sets. Prerequisites: Math 171, Math 110. 4 (F)

CSCI 351 JOB CONTROL LANGUAGE. A study of basic and advanced job control language statement, including an in-depth study of the JOB, EXEC, DD and PEND statements, DCB, UNIT, VOLUME, SPACE, DISP, LABEL, SYSOUT, SUBALLO, SPLIT, DSNAMES, DLM, DDNAME, DUMMY, DATA, and the parameters to create, use, and maintain data sets on tape and direct access devices. Also included is Linkage Editor control statements necessary to create and modify load modules and multi-segment programs. Prerequisites: concurrent with CSci 392 Applications Programming (PL-1). 4 (F)

COURSE DESCRIPTIONS

CSCI 361 SYSTEM UTILITY PROGRAMS. A study of the system utility programs used to copy, backup, merge, replace, update, delete, dump, generate, print and punch data stored on magnetic tape or magnetic disk storage volumes. Prerequisites: CSci 351. 2 (S)

CSCI 392 APPLICATIONS PROGRAMMING. This course will include practical applications programming and the advanced programming language elements needed. Included will be SORT interface, random and indexed data sets, advanced input-output operations, file design, logical record design, file optimization, problem analysis, data formats, and application requirements. Prerequisites: COBOL: CSci 313, CSci 351; PL-1: CSci 312 and concurrent with CSci 351. 3 (F,S)

CSCI 490 PRACTICUM. Topics will be selected according to individual's interest and needs. The student will be assigned special problems, reporting results in discussion periods, oral reports, and written reports. May be conducted at a functional data processing center off-campus. 3-4 (S)

ECONOMICS

ECON 201 PRINCIPLES OF ECONOMICS I. Examines the economy of the United States with an emphasis on the macro-economic approach. The foundation of economic analysis with emphasis on national income, employment, and economic growth. Understanding of the roles of the public sector in our economy: taxation, borrowing, and spending. 3 (F)

ECON 202 PRINCIPLES OF ECONOMICS II. Continues Econ 201; includes a study of economics from the micro-economic approach with a detailed look at the markets, the price system, and the allocation of resources. Includes a study of comparative economic systems. Soviet Russia and the mixed economy of Great Britain. 3 (S)

ECON 304 HISTORY OF ECONOMIC THOUGHT. Shows how economic doctrines and analyses have emerged historically. Understanding of economic theory within the social and political setting in which it evolved. Prerequisite: Econ 201. 3 (EOY)

ECON 330 MONEY AND BANKING. Nature, functions and operation of monetary and banking systems; descriptions and analyses of major problems involved in providing a volume of credit and supply of money conducive to sustained high-level national income. Prerequisite: Econ 201. 3 (EOY)

ECON 341 INTERNATIONAL TRADE AND FINANCE. Consideration is given to problems in international trade and finance and in international economic understanding. 3 (S)

ECON 361 GOVERNMENT AND THE ECONOMY. Surveys the economic aspects of the relations of government and business in the United States. A review of the various forms of public regulations applied to our contemporary industrial organizations. Prerequisite: Econ 201. 3 (EOY)

ECON 382 LABOR RELATIONS. An examination of wage theory, the impact of trade unionism, unemployment, collective bargaining, and labor legislation. Prerequisite: Econ 201. 3 (EOY)

COURSE DESCRIPTIONS

ECON 407 SEMINAR IN CONTEMPORARY PROBLEMS. An intensive investigation of one or more contemporary economic problems. Findings will be presented in formal written papers and in oral reports. 3 (OD)

ECON 433 PUBLIC FINANCE. A study of the economic effects of various kinds and amounts of taxes, the public debt, and public expenditures along with the study of resource allocation, employment, and income distribution. Prerequisite: Econ 201 and Econ 202. 3 (EOY)

ECON 490 INDEPENDENT STUDY. The capable student is given the opportunity to study independently an economic area of particular interest. This elective for economics minors and business majors requires the Independent Study Committee's consent. 1-3 (F,S)

ECON 490 INDEPENDENT STUDY — SMALL BUSINESS INSTITUTE. A program maintained in cooperation with the United States Small Business Administration. Students function as consultants to businesses recommended by the United States Small Business Administration. 3 (F,S)

OFFICE EDUCATION

O ED 111 TYPEWRITING. Improvement of typewriting skill through remedial work. Work on business letters, tabulation, manuscripts and typewriting problems. Open to those who have had some previous instruction. 3 (F)

O ED 112 ADVANCED TYPEWRITING. Provides a thorough knowledge of office practice problems, with emphasis on typewriting problems found in business situations. 3 (S)

O ED 121 SHORTHAND I. Fundamentals of Gregg shorthand. 3 (F)

O ED 122 SHORTHAND II. Continuation of skill-building. 3 (S)

O ED 223 SHORTHAND III. Builds skills in dictation and transcription. 3 (F)

O ED 224 SHORTHAND IV. The student practices dictating and transcribing letters, articles, speeches, and court testimony to reach a dictation speed of 120 words per minute. 3 (OD)

O ED 242 OFFICE PRACTICE. Teaches filing and machine transcription, and coordinates these skills into practical business projects. 3 (F)

O ED 244 BUSINESS COMMUNICATIONS. The theory and practice of effective communication is learned through the written words in various types of business letters and reports. Correct English usage and clarity are emphasized. 3 (F)

O ED 251 RECORDS MANAGEMENT. Provides the fundamentals that are essential to managing the records of a business. Includes a study of filing systems, indexing procedures, and special filing equipment. 2 (S)

O ED 331 OFFICE MACHINES. The operation of the full-keyboard adding machine, the ten-key adding machine, and calculators. 2 (F,S)

COURSE DESCRIPTIONS

O ED 332 SECRETARIAL MACHINES. To provide techniques necessary for effective use of duplicating machines, dictating and transcribing machines, and related office equipment. Develops student-oriented projects in duplicating processes. 2 (F)

O ED 333 INSURANCE CLAIMS PROCESSING AND PROBLEMS. The study of the correct procedure for processing claims through participation in a model office. Problems in claim processing are studied using the case method. Prerequisites: B Ad 244, O Ed 112. (Not a B Ad Elective) 3 (F)

O ED 343 SECRETARIAL PRACTICE. Application of secretarial skills and office techniques. Prerequisites: Typewriting and Shorthand. 3 (S)

GEOGRAPHY

GEOG 201 INTRODUCTION TO GEOGRAPHY. Stresses the interrelation of the physical and cultural aspects of geography with emphasis on North America. 3 (F,S)

GEOG 313 GEOGRAPHY OF LATIN AMERICA. The regional and industrial geography of Latin America, the influence of climate, drainage, topography, stratigraphy and natural resources on settlement, economic, social, and political factors. Prerequisite: Geog 201. 3 (EOY)

GEOG 317 GEOGRAPHY OF AFRICA. This survey of modern Africa concentrates on the physical environment interrelated with the social, economic, and political development of Africa's major geographic regions. Prerequisites: Geog 201. 3 (EOY)

GEOG 414 GEOGRAPHY OF EUROPE. A study of some of the special problems of contemporary Europe in the light of the continent's physiographic, economic, and political backgrounds. Prerequisite: Geog 201. 3 (EOY)

GEOG 416 GEOGRAPHY OF ASIA. The economic, political, and social development of the Far East. The strategic importance of the Far East in geography. Prerequisite: Geog 201. 3 (EOY)

GEOG 451 ECONOMIC GEOGRAPHY. Analyzes the distribution and spatial relationships of man's economic activities on the earth's surface. 3 (EOY)

HISTORY

HIST 125 MEDIEVAL EUROPE. Surveys the development of European states from the fall of the Roman Empire to the Treaty of Westphalia in 1648. Feudalism, the Church, the national states, the Holy Roman Empire, the Renaissance, the Reformation, and the intellectual and economic aspects of the period are studied. 3 (F)

HIST 127 MODERN EUROPE. The development of the European states from the Treaty of Westphalia in 1648 to today. The social, economic, and intellectual aspects as well as the political developments are stressed. 3 (S)

HIST 251 HISTORY OF THE UNITED STATES THROUGH 1865. Our nation's history with particular insights on Colonial America. The establishment of the new nation, the sectional conflict, and the causes and conduct of the Civil War. 3 (F)

COURSE DESCRIPTIONS

HIST 252 HISTORY OF THE UNITED STATES SINCE 1865. Our nation's problems in the post-Civil War period: rise of urbanism, problems of industrialism, rise of the nation as a world power and conflicts of the present century. 3 (S)

HIST 255 THE AMERICAN HERITAGE. The political, cultural and intellectual development of American civilization, with particular emphasis on the personalities who shaped tradition. 3 (OD)

HIST 312 MODERN AND CONTEMPORARY FAR EAST. A study of the Chinese and Japanese civilizations with some attention to the history of other nations and peoples of the area including India. 3 (EOY)

HIST 315 MODERN AND CONTEMPORARY AFRICA. A study of Africa's nineteenth and twentieth-century political, social and economic development, focusing attention on nineteenth-century colonial policies and twentieth-century independence movements. 3 (EOY)

HIST 319 LATIN AMERICA HISTORY. Colonial and national histories of Latin American nations from Spanish and Portuguese times to present day. 3 (EOY)

HIST 341 HISTORY OF ENGLAND I. England from pre-Roman times to the end of the Protectorate. Pre-Roman England, Roman and Saxon Periods, Norman England, and latter medieval period to the end of the Hundred Years War, War of the Roses, and to the restoration. Development of parliamentary institutions and local governments. Early and medieval English intellectual and popular culture. 3 (EOY)

HIST 342 HISTORY OF ENGLAND II. England from Tudor days to 1868. Major trends under Tudors, Stuarts, and Hanoverians. Growth of the British Empire and transformation into the Commonwealth. Foreign relations and evolution of political and economic democracy. 3 (EOY)

HIST 344 HISTORY OF MODERN RUSSIA. A perspective of Russia under Peter I and his successors, of Russian expansion and its consequences. Nineteenth-century Imperial Russian politics, foreign policy, economy, efforts at social and political reform, art, music, science and literature. A review of the Bolshevik overthrow of the Czarist monarchy and seizure of power to better understand Communist Russia Today. 3 (EOY)

HIST 355 CIVIL WAR AND RECONSTRUCTION. An analysis of the 1850-1877 period in relationship to the themes therein, conditions and results of this dynamic period of American History. Prerequisites: Hist 251 or Hist 252. 3 (EOY)

HIST 359 TWENTIETH CENTURY AMERICA. Political, economic, social, and cultural changes brought about by the industrial revolution, two world wars, a great depression, and the cold war. Prerequisite: Hist 251 or Hist 252. 3 (EOY)

HIST 365 THE WESTWARD MOVEMENT OF AMERICA. Traces young America's territorial and economic expansion. Gives special consideration to the developing frontier and the Turner Thesis with regional emphasis on our own Great Plains. Prerequisite: Hist 251 and 252 or Hist 255. 3 (EOY)

HIST 376 HISTORY OF SOUTH DAKOTA AND DAKOTA TERRITORY. A brief social and political history of our state with emphasis on governmental institutions. A study of territorial problems incident to statehood and the adoption of the constitution and an understanding of the state's developed and potential resources. 3 (EOY)

COURSE DESCRIPTIONS

HIST 377 ECONOMIC HISTORY OF THE UNITED STATES. The development of the American system of production, distribution, transportation and finance from the Colonial period to the present day. 3 (EOY)

HIST 378 HISTORY OF RACIAL MINORITIES IN AMERICA. A survey and analysis of the impact that racial minorities have made on the development of America. 3 (EOY)

HIST 379 NATIVE AMERICAN STUDIES. The course will provide prospective teachers with a basic knowledge of Indian history and teaching methods and materials. 3 (S)

HIST 425 EUROPE SINCE 1914. Surveys and analysis of European political, military, economic, social, and intellectual development since 1914. 3 (EOY)

HIST 433 THE BRITISH EMPIRE SINCE 1868. A survey of Empire and Commonwealth development since 1868. Much attention will be given to colonialism's growth and to the new nations that emerged from the colonies. 3 (OD)

HIST 444 CONSTITUTIONAL HISTORY OF ENGLAND. Anglo-Saxon origins, Norman innovations; legal, parliamentary, and administrative developments under the Angevins; restrictions on the royal power under Tudor and Stuart; rise of the cabinet system constitutional democracy in the nineteenth and twentieth centuries. 3 (OD)

HIST 469 DIPLOMATIC HISTORY OF THE UNITED STATES. A survey of American foreign policy development and implementation from the Revolution to the present with emphasis on the twentieth century. Elective. Prerequisite: Hist 251, 252. 3 (EOY)

HIST 490 INDEPENDENT STUDY. A student having demonstrated outstanding capability may study independently an area of special interest. History elective for history majors. Admission by consent of Independent Study Committee. 1-3 (F,S)

HIST 491 SEMINAR IN CONTEMPORARY HISTORY. Emphasizes an individual's investigation. Findings will be presented in formal papers and oral reports. This course meant primarily for majors in the field. 3 (OD)

POLITICAL SCIENCE

POLS 202 AMERICAN GOVERNMENT: NATIONAL. Basic principles of the federal government: legislative executive, administrative, judicial organization and functioning; citizenship, elections, political parties, current activities, and problems. 3 (F,S)

POLS 210 AMERICAN GOVERNMENT: STATE AND LOCAL. Constitutional basis, organization, functioning of state and local governments; political parties; popular control; interrelationships of states and their subdivisions; the governor and state administration. 3 (F)

POLS 261 INTRODUCTION TO POLITICAL SCIENCE. A view of the structural as well as the functional approaches to general government bodies and the political concepts present in the world today. 3 (OD)

COURSE DESCRIPTIONS

POLS 302 POLITICAL PARTIES AND PRESSURE GROUPS. An analysis of party processes in formal government; methods and techniques of informal control in politics and administration, public opinion and its effect on parties and national policy. Prerequisite: PolS 202. 3 (EOY)

POLS 320 INTRODUCTION TO PUBLIC ADMINISTRATION. Basics of public administration at the federal, state, and local level. Includes field trips and guest speakers. Prerequisite: PolS 202. 3 (S)

POLS 340 COMPARATIVE GOVERNMENT. Covers the structure and functioning of important foreign governments and their relationship to the American Governmental system. Prerequisite: PolS 202. 3 (EOY)

POLS 351 INTERNATIONAL POLITICS. A survey emphasizing the nature of interstate relations, factors influencing those relations, and the causes and consequences of international instability. Particular attention will be given to the sources and types of international conflict and to the techniques of conflict resolution. Prerequisite: PolS 202. 3 (EOY)

POLS 360 HISTORY OF POLITICAL THOUGHT. A survey of ideas from the major political theorists from Plato to Mao Tse Tung. 3 (EOY)

POLS 430 CONSTITUTIONAL LAW. The basic constitutional principles in the United States as interpreted by the courts using the case method of instruction. Elective. Prerequisite: PolS 202. 3 (EOY)

POLS 454 INTERNATIONAL ORGANIZATION. Nature, bases, functions of international organization. Diplomacy, treaties, international conferences and legislation, international administration and adjudication; international federation; world government; League of Nations and United Nations. 3 (EOY)

POLS 493 SEMINAR IN CONTEMPORARY PROBLEMS. An intensive investigation into one or more contemporary problems in political science. Individual investigation and presentation of findings in formal written papers and oral reports. 3 (OD)

POLS 495 INDEPENDENT STUDY. A student who shows outstanding capability, may conduct an independent investigation into a political science problem. Elective for political science minors. Admission by consent of Independent Study Committee. 1-3 (F,S)

POLS 495 INDEPENDENT STUDY—GOVERNMENT INTERNSHIP. Practical experience in government by working for academic credit (no salary) in City of Sioux Falls offices, Pierre or other governmental units for 48 to 96 clock hours. The student will be assigned to a wide variety of jobs from meter-reading to billing or sitting in on city commission meetings and hearings or making the rounds with policemen on the beat, depending upon the area of interest. Elective for political science minors with program director's approval. 1-15 (F,S)

COURSE DESCRIPTIONS**ABBREVIATIONS**

EOY	Every other year
ETS	Every third semester
F	Fall
OD	On demand
S	Spring
Su	Summer



Education, Physical Education & Behavioral Science

The Education curricula are designed to provide you professional understanding of:

- (1) The learning process,
- (2) Children's physical, mental, emotional and social development,
- (3) Evaluating educational progress,
- (4) Student counseling and guidance,
- (5) The teacher's various roles.

The Behavioral Science curricula are designed to develop knowledge and skills in mankind's developmental processes as affected by psychological and sociological factors.

MAJORS

Elementary Education with areas of specialization
Secondary Education with academic major and minor
Physical Education

MINORS

Criminal Justice
Health
Physical Education
Psychology
Sociology

ASSOCIATE OF ARTS DEGREE (two year)

Criminal Justice
Early Childhood Education
Social Service Assistant

OTHER ACADEMIC AREAS

Library Science

ELEMENTARY AND SECONDARY EDUCATION**General Information**

Degree: Bachelor of Science in Education
Curriculum Adviser: Dr. Floyd Braunberger

Semester Hours Required: 128
Telephone: 605-256-3551 ext. 266

Program:

The education curriculum is coordinated with the total college program to give professional understanding of (1) the learning process; (2) children's normal, physical, mental, emotional, and social development; (3) evaluating educational progress; (4) student counseling and guidance; (5) the teacher's various roles; and (6) how to adjust to problems developing from the inevitable conflict among these roles.

Admission into the Professional Education Program:

Admission into the College does not imply acceptance for teacher education. A student is accepted in the teacher education program only after approval by the Admission to Teacher Education Committee. Students in both elementary and secondary education must officially request admittance into the professional education program in the following manner:

Students must:

- (1) apply during the **sophomore** year for admission into the teacher education program. All students who transfer to Dakota State College or change to an education curriculum must apply at first registration. The application form includes a record of scholastic abilities and personal background.
- (2) submit a recommendation from their current advisers.

Before the Admission into Teacher Education and Student Teaching Committee considers any application, the Registrar must certify that the applicant has (1) a cumulative grade point average of at least 2.200 and (2) has earned at least a "C" in both Oral Communication and Written Communication. The committee elects either to approve or reject each application. A personal interview may be requested.

Admission into Student Teaching:

Candidates must file an application with the Director of Student Teaching during the spring semester of their junior year. Student teaching occurs during the senior year.

To qualify for student teaching, candidates must meet the following requirements:

- (1) a grade point average of 2.00 in the Education and Psychology courses (excluding Psychology courses taken for general education requirement)
- (2) a 2.00 grade point average in the major field
- (3) a 2.00 grade point average in the minor field
- (4) a 2.200 overall grade point average
- (5) a demonstrated ability to speak and write well
- (6) ethical standards and good health
- (7) a mature emotional stability adequate for a classroom teacher
- (8) adequate preparation in the major and minor or elementary specialization

SECONDARY EDUCATION

Degree: Bachelor of Science in Education
Curriculum Adviser: Dr. Robert Oas

Semester Hours Required: 128
Telephone: 605-256-3551 ext. 265

Program:

This four-year curriculum leads to a Bachelor of Science in Education and also meets the requirements for secondary school certification. Candidates for the degree must complete the stipulated requirements in (1) professional education, (2) academic majors and minors, and (3) general education.

Required Professional Courses:

Eng 370	Reading Skills	3 hours
EPsy 202	Educational Psychology	3 hours
Hist 379	Native American Studies	3 hours
LibM 441	Instructional Media	1 hour
Psyc 328	Adolescent Psychology	3 hours
SeEd 300	General Methods in Secondary Education	2 hours
*SeEd 3	Special Methods in Secondary Education in the student's academic major	1 hour
*SeEd 3	Special Methods in Secondary Education in the student's academic minor	1 hour
SeEd 482	Interaction Laboratory and Field Seminar	3 hours
SeEd 488	Student Teaching	12 hours
	Total semester hours	32 hours

**A one-credit special methods course is required in each major and minor area.*

Majors and Minors:

In addition Secondary Education majors must select at least one major and one minor. These major and minor areas are listed below. The majors and minors are discussed in detail in their respective divisions.

Majors:

Art	Mathematics
Biology	Music
Business-Basic Business or Secretarial Subjects	Physical Education
Chemistry	Physical Science & Mathematics
English	Composite
History	Social Science
	Speech and Drama

Minors:

Art	Mathematics
Biology	Music
Business-Basic Business or Secretarial Subjects	Physical Education
Chemistry	Physics
Economics	Political Science
English	Psychology
French	Related Subjects
Health	Social Science
History	Sociology
	Spanish
	Speech and Drama

General Education:

A total of 43 semester hours must be selected from general education categories listed in the general information section. These requirements may vary slightly in some majors, but particular qualifications are explained in their respective sections.

Note:

1. Prerequisites to Student Teaching:

(1) Psyc 328	Adolescent Psychology	3 hours
(2) SeEd 300	General Methods in Secondary Education	2 hours
(3) SeEd 3	Special Methods in Secondary Education in the student's academic major	1 hour
(4) SeEd 3	Special Methods in Secondary Education in the student's academic minor	1 hour

2. In all cases except music and the physical science and mathematics composite major, a minor is required for graduation.

ELEMENTARY EDUCATION

Degree: Bachelor of Science in Education
Curriculum Adviser: Dr. Floyd Braunberger

Semester Hours Required: 128
Telephone: 605-256-3551 ext. 266

Program:

Majors in elementary education are eligible to teach in grades K through 9. They must take all of the general education requirements as well as professional course requirements in elementary education. In addition each candidate must select either one twenty-four hour specialization or two twelve-hour specializations. Admission requirements into the elementary education program are explained in Elementary and Secondary Education — General Information.

Required Professional Courses:

ArtE 110	Art Fundamentals	2 hours
ArtE 310	Elementary Art Methods	2 hours
EdFn 201	Introduction to Teaching	3 hours
EIEd 320	Teaching Science in the Elementary School	2 hours
EIEd 330	Teaching Mathematics in the Primary Grades	2 hours
EIEd 331	Teaching Mathematics in the Intermediate Grades	2 hours
EIEd 340	Teaching Language Arts in the Elementary School	2 hours
EIEd 350	Teaching Reading in the Primary Grades	3 hours
EIEd 351	Teaching Reading in the Intermediate Grades	3 hours
EIEd 360	Teaching Social Studies in the Elementary School	2 hours
EIEd 470	Individualized Elementary Curriculum	2 hours
EIEd 482	Interaction Laboratory and Field Seminar	3 hours
EIEd 488	Student Teaching	12 hours
EPsy 202	Educational Psychology	3 hours
Hist 251	History of the United States Through 1865	3 hours
*Hist 252	History of the United States Since 1865	3 hours
Hist 379	Native American Studies	3 hours
HiTh 253	First Aid and School Safety	2 hours
LibM 205	Children's Literature	2 hours
LibM 441	Instructional Media	1 hour
*Math 341	Fundamentals of Mathematics (Elementary)	3 hours
Mus 110	Music Fundamentals	2 hours
PE 360	Teaching Elementary School Games and Rhythms	2 hours
Psyc 327	Child Psychology	3 hours
Total semester hours		67 hours

*General Education Requirements

Kindergarten Primary:

Students planning to teach kindergarten through grade three must take in addition:

Ed 212	Kindergarten Education	2 hours
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General Education Requirements:

Forty-three hours of general education are required. General education requirements are found in the general information section.

Since elementary education students must take 6 hours of American history and 3 hours of Fundamentals of Mathematics (Elementary) as professional requirements, they do not need to take an additional three-hour general American history or the three-hour mathematics general education requirement.

Typical First-Year Schedule:**First Semester**

SpCm 100	Oral Communication
Science Requirement	
Mus 110	Music Fundamentals
PE 100	Physical Education
Electives	

Total semester hours

4
4
2
1
5

16

Second Semester

Engl 100	Written Communication	4
Math 341	Fundamentals of Math (Elementary)	3
PE 100	Physical Education	1
Science Requirement		4
ArtE 110	Art Fundamentals	2
Electives		2

Total semester hours

16

Placement Opportunities:

South Dakota is one of the few states that maintain a market for teachers. Elementary and secondary teachers who do not restrict their employment location find positions.

Advanced Education Opportunities:

Many Dakota State College elementary education students have entered graduate school and are now counselors and administrators throughout the state and nation. DSC is fully accredited by the North Central Association of Colleges and Secondary Schools and The National Council for Accreditation of Teacher Education. Credit earned at Dakota State College is fully accredited and may be transferred to other accredited colleges and universities in the United States.

Note:

1. Student teaching requirements:

Students in the elementary education curriculum must complete the following courses prior to student teaching:

EdFn 201	Introduction to Teaching	3 hours
EIEd 330	Teaching Mathematics in the Primary Grades <i>or</i>	2 hours
EIEd 331	Teaching Mathematics in the Intermediate Grades	2 hours
EIEd 340	Teaching Language Arts in the Elementary School	2 hours
EIEd 350	Teaching Reading in the Primary Grades <i>or</i>	3 hours
EIEd 351	Teaching Reading in the Intermediate Grades	3 hours
Psyc 327	Child Psychology	3 hours

2. Students who have completed the two-year Early Childhood Education program may elect to use it as their 24-hour specialization. See Early Childhood Education for course listing.

Specialization Options:

In addition to the required professional courses and the general education requirements, elementary education majors must select either two twelve-hour specializations or one twenty-four hour specialization from the following options:

ART**12-hour Specialization:**

ArtS 111	Art Forms I	3 hours
ArtS 121	Art Forms II	3 hours
ArtS 231	Oil Painting	3 hours
ArtH 411	Modern Art	<u>3 hours</u>
Total semester hours		12 hours

24-hour Specialization:

Required courses for 12-hour Specialization		12 hours
IA 190	General Shop	2 hours
ArtS 212	Figure Drawing	2 hours
ArtS 341	Sculpture I	2 hours
ArtH 312	Renaissance to Modern	3 hours
Art	Elective	<u>3 hours</u>
Total semester hours		24 hours

BIOLOGY**12-hour Specialization:**

Biol 111, 112	Environmental Education and Lab	4 hours
Biol 157, 158	General Botany and Lab	
or		
Biol 165, 166	General Zoology and Lab	4 hours
Biol	Electives	<u>4 hours</u>
Total semester hours		12 hours

24-hour Specialization:

Biol 111, 112	Environmental Education	4 hours
Biol 155, 156	Biological Principles	4 hours
Biol 157, 158	General Botany	4 hours
Biol 165, 166	General Zoology	4 hours
Biol	Electives (No more than one course selected from any group)	<u>8 hours</u>
Total semester hours		24 hours

CHEMISTRY**12-hour Specialization:**

Chem 112	General Chemistry I	4 hours
Chem 114	General Chemistry II	4 hours
Chem	Electives	<u>4 hours</u>
Total semester hours		12 hours

24-hour Specialization:

Chem 112	General Chemistry I	4 hours
Chem 114	General Chemistry II	4 hours
Chem 226	Organic Chemistry I	4 hours
Chem 310	CBA and CHEM Study	4 hours
Chem	Electives to be selected from Chem 228, 332, and 460	<u>8 hours</u>
Total semester hours		24 hours

EARLY CHILDHOOD EDUCATION**25-hour Specialization:**

Ed 115	Early Childhood-Disadvantaged	3 hours
EP&G 411	Introduction to Counseling	3 hours
Psyc 327	Child Psychology	3 hours
Psyc 245	Introduction to Social Psychology	3 hours
SpEd 230	Introduction to Exceptional Child	3 hours
Ed 287	Practicum-Early Childhood	2 hours
Ed 387	Practicum-Early Childhood	8 hours
Total semester hours		25 hours

ECONOMICS AND BUSINESS**24-hour Specialization:**

B Ad 180	Introduction to Business	3 hours
B Ad 370	Introduction to Marketing	3 hours
B Ad 461	Prin of Indus. Org. and Mgt.	3 hours
Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours
Econ 382	Labor Relations	3 hours
Econ 341	International Trade and Finance	3 hours
Econ	Electives, Upper Division	3 hours
Total semester hours		24 hours

ENGLISH**12-hour Specialization:**

12 hours in English chosen from 200, 300, and 400 level courses (exclusive of the general education requirement of three hours in literature).

Total semester hours 12 hours

24-hour Specialization:

24 hours in English chosen from 200, 300, and 400 level courses (exclusive of the general education requirement of three hours in literature).

Total semester hours 24 hours

GENERAL SCIENCE**12-hour Specialization:**

ESc 107, 108	Intro. to Earth Science & Astronomy and Lab	4 hours
Phys 111, 112	General Physics I and Lab	
or		
Chem 112	General Chemistry I	4 hours
*Biology elective to be selected from the following:		
Biol 111, 112	Environmental Education and Lab	
Biol 157, 158	General Botany and Lab	
Biol 165, 166	General Zoology and Lab	4 hours
Total semester hours		12 hours

24-hour Specialization:

ESc 107, 108	Intro. to Earth Science & Astronomy and Lab	4 hours
Phys 111, 112	General Physics I and Lab	4 hours
Chem 112	General Chemistry I	4 hours
Biol 111, 112	Environmental Education and Lab	4 hours

*Biology elective to be selected from the following:

Biol 157, 158	General Botany and Lab	
Biol 165, 166	General Zoology and Lab	4 hours
Biol, Chem		
Phys	Electives	4 hours
	Total semester hours	24 hours

*Elementary majors in Special Education may substitute Biol 323, 324, Human Anatomy and Physiology.

HEALTH AND PHYSICAL EDUCATION

12-hour Specialization:

Hlth 361	School Health Education Methods	3 hours
PE 141	Introduction to Elementary Physical Education	2 hours
PE 343	Educational Gymnastics & Dance for Children	3 hours
PE 360	Teaching Elementary School Games & Rhythms	2 hours
PE or Hlth	Electives	2 hours
	Total semester hours	12 hours

24-hour Specialization:

Hlth 100	Personal Health	2 hours
Hlth 361	School Health Education Methods	3 hours
PE 141	Introduction to Elementary Physical Education	2 hours
PE 230	Teaching Social, Square & Folk Dance	1 hour
PE 240	History and Principles of Physical Education	3 hours
PE 341	Applied Elementary and Secondary Physical Education Curriculum	2 hours
PE 343	Educational Gymnastics and Dance for Children	3 hours
PE 360	Teaching Elementary School Games & Rhythms	2 hours
Recr 241	Camping & School-Community Recreation	2 hours
PE, Hlth, Recr	Electives	4 hours
	Total semester hours	24 hours

HISTORY

12-hour Specialization:

Hist 125	Medieval Europe	3 hours
Hist 127	Modern Europe	3 hours
Hist	Upper Division U.S. history elective	3 hours
Hist	Upper Division non-U.S. history elective	3 hours
	Total semester hours	12 hours

24-hour Specialization:

Hist 125	Medieval Europe	3 hours
Hist 127	Modern Europe	3 hours
Hist 312	Modern and Contemporary Far East	3 hours
Hist 341	History of England I	3 hours
Hist 359	Twentieth Century America	3 hours
Hist 365	The Westward Movement in America	3 hours
Hist	Electives	6 hours
	Total semester hours	24 hours

INDUSTRIAL ARTS**12-hour Specialization:**

IA 191	Woodworking	3 hours
IA 113	Technical Drawing I	3 hours
IA	Electives	6 hours
Total semester hours		12 hours

24-hour Specialization:

IA 191	Woodworking	3 hours
IA 113	Technical Drawing I	3 hours
IA 141	General Metals I	3 hours
IA 392	Woodfinishing	2 hours
IA 305	Industrial Plastics and Crafts	3 hours
IA	Electives	10 hours
Total semester hours		24 hours

MATHEMATICS**12-hour Specialization:**

Math 111	College Mathematics I	3 hours
Math 342	Number Systems II	3 hours
Math 343	Geometry for Elementary Teachers	3 hours
*Math	Electives	3 hours
Total semester hours		12 hours

24-hour Specialization:

Math 111	College Mathematics I	3 hours
Math 122	Precalculus Mathematics	5 hours
Math 123	Calculus I with Analytic Geometry	4 hours
Math 342	Number Systems II	3 hours
Math 343	Geometry for Elementary Teachers	3 hours
*Math	Electives	6 hours
Total semester hours		24 hours

*Math 140 Consumer Mathematics may be used as an elective.

MUSIC**12-hour Specialization:**

Mus 112	Music Theory I	3 hours
Mus 113	Music Theory II	3 hours
Mus 341	Music in the Elementary School	2 hours
*MuAp	Applied (This may be Class Voice or private lessons in voice, piano, or wind instruments)	2 hours
Mus	Electives	2 hours
Total semester hours		12 hours

24-hour Specialization:

Mus 112	Music Theory I	3 hours
Mus 113	Music Theory II	3 hours
Mus 320	Music History I	2 hours
Mus 321	Music History II	2 hours
Mus 330	Conducting	2 hours
Mus 341	Music in the Elementary School	2 hours
*MuAp	Applied	4 hours

*Students lacking proficiency in keyboard skills must enroll in class piano for two semesters for no credit or included as part of the elective hours. Private lessons are available if the student has prior keyboard experience.

MuEn	Chorus or Band	2 hours
Mus	Electives	4 hours
	Total semester hours	24 hours

PHYSICS**12-hour Specialization:**

Phys 111, 112	General Physics I and Lab	4 hours
Phys 113, 114	General Physics II and Lab	4 hours
Phys	Electives	4 hours
	Total semester hours	12 hours

24-hour Specialization:

Phys 111, 112	General Physics I and Lab	4 hours
Phys 113, 114	General Physics II and Lab	4 hours
Phys 211, 212	Intermediate Physics I and Lab	4 hours
Phys 213, 214	Intermediate Physics II and Lab	4 hours
Phys 335	Modern Physics	4 hours
ESc 107, 108	Intro. to Earth Sci & Astro and Lab	4 hours
	Total semester hours	24 hours

PHYSICAL SCIENCE**12-hour Specialization:**

ESc 107, 108	Intro. to Earth Sci & Astro and Lab	4 hours
Phys 111, 112	General Physics I and Lab	4 hours
Chem 112	General Chemistry I	4 hours
	Total semester hours	12 hours

24-hour Specialization:

ESc 107, 108	Intro. to Earth Sci and Astro and Lab	4 hours
Phys 111, 112	General Physics I and Lab	4 hours
Phys 113, 114	General Physics II and Lab	4 hours
Chem 112	General Chemistry I	4 hours
Chem 114	General Chemistry II	4 hours
Chem	Electives	4 hours
	Total semester hours	24 hours

PSYCHOLOGY**24-hour Specialization:**

EPsy 202	Educational Psychology	3 hours
Psyc 271	Behavioral Statistics	3 hours
Psyc 325	Intro to Behavioral Modification	3 hours
Psyc 327	Child Psychology or	
Psyc 328	Adolescent Psychology	3 hours
Psyc 361	Foundations of Personality	3 hours
Psyc 466	Mental Health	3 hours
Psyc	Electives	6 hours
	Total semester hours	24 hours

SOCIAL SCIENCE**12-hour Specialization:**

Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours

Elect one from two of the following areas:

Sociology — or	
Geography — or	
Political Science	6 hours
Total semester hours	12 hours

24-hour Specialization:

Econ 201	Principles of Economics I	3 hours
Econ 202	Principles of Economics II	3 hours
PolS 202	American Government: National or	
PolS 261	Introduction to Political Science	3 hours
Soc 100	Principles of Sociology or	
Soc 150	Social Problems	3 hours
PolS 302	Political Parties and Pressure Groups	3 hours
Geog 451	Economic Geography	3 hours
Econ, Geog,		
PolS, Soc	Electives (two courses from different fields)	6 hours
Total semester hours		24 hours

SPECIAL EDUCATION

24-hour Specialization:

A. Introductory Course		3 hours
SpEd 230	Introduction to Exceptional Child	3 hours
B. CHOOSE 17 HOURS FROM THE FOLLOWING COURSES:		17 hours
SpEd 231	Learning Disabilities	3 hours
EP&G 411	Introduction to Counseling	3 hours
Psyc 325	Introduction to Behavior Modification	3 hours
SpEd 440	Curriculum Development for the Mentally Handicapped	3 hours
PE 352	Adaptive Physical Education	2 hours
Psyc 424	Psychology of the Exceptional Child	3 hours
DCom 431	Introduction to Speech Correction	3 hours
ArtE 312	Crafts for Elementary Grades	2-3 hours
Ed 115	Early Childhood-Disadvantaged	3 hours
C. Student Teaching		4 hours
SpEd 483	Student Teaching-Exceptional Child	4 hours
Total semester hours		24 hours

SPEECH AND DRAMA

12-hour Specialization:

SpCm 255	Voice and Diction	2 hours
SpCm 440	Oral Interpretation of Literature	3 hours
DCom 431	Introduction to Speech Correction	3 hours
Thea 231	Elementary Acting	2 hours
Thea 355	Children's Theatre	2 hours
Total semester hours		12 hours

24-hour Specialization:

Engl 307	Advanced Grammar	2 hours
Engl 403	Advanced Composition	2 hours
Engl	Electives (literature)	6 hours
SpCm 255	Voice and Diction	2 hours
Thea 355	Children's Theatre	2 hours
SpCm 440	Oral Interpretation of Literature	3 hours
DCom 431	Introduction to Speech Correction	3 hours
MCom 151	Introduction to Journalism I	2 hours

Elect two hours from the following:

SpCm 281	Speech Activities (1 hour)	
Thea 293	Drama Activities (1 hour)	
MCom 153	Journalism Activities (1 hour)	2 hours
	Total semester hours	24 hours

PHYSICAL EDUCATION

Degree: Semester Hours Required: 128

Bachelor of Science or Bachelor of Science in Education

Curriculum Adviser: Mr. Tom Farrell

Telephone: 605-256-3551 ext. 247

Program:

The physical education major prepares students to teach physical education and health as well as to coach at all levels from elementary through secondary. The minor in some states is also adequate for certification.

Required Professional Courses:

Minor:

Hlth 100	Personal Health	2 hours
Hlth 361	School Health Education Methods	3 hours
PE 230	Teaching Social, Square, and Folk Dance	1 hour
PE 240	History and Principles of Physical Education	3 hours
PE 330	Gymnastics Techniques	1 hour
PE 354	Prevention and Care of Athletic Injuries	2 hours
PE 440	Organization and Administration of Physical Education and Athletics	3 hours
	Electives to be chosen from the list below the major	6 hours
	Total semester hours	21 hours

Major:

All courses listed in the minor above except the 6 hours of electives		15 hours
Biol 323, 324	Human Anatomy and Physiology and Lab	4 hours
PE 141	Introduction to Elementary Physical Education	2 hours
PE 351	Kinesiology	3 hours
PE 451	Tests and Measurements of Physical Education and Athletics	2 hours
PE	One course from the Theory and Officiating series:	
	PE 470 Basketball, PE 471 Football, PE 472 Baseball,	
	PE 473 Track and Field, PE 474 Wrestling, PE 475 Volleyball,	
	PE 476 Gymnastics	2 hours
	Electives to be chosen from the list below	7 hours
	Total semester hours	35 hours

Electives:

Hlth 253	First Aid and School Safety	2 hours
PE 138	Modern Dance	1 hour
PE 341	Applied Elementary and Secondary Physical Education Curriculum	2 hours
PE 343	Educational Gymnastics and Dance for Children	3 hours
PE 352	Adaptive Physical Education	2 hours
PE 360	Teaching Elementary Games and Rhythms	2 hours
PE 450	Physiology of Exercise	2 hours
PE 491	Independent Study	1-3 hours
PE 47-	Additional coaching theory courses	2-4 hours
Recr 241	Camping and School-Community Recreation	2 hours
Recr 341	Outdoor Education	3 hours

General Education Requirements:

All majors must enroll in PE 133, PE 136, PE 233, and PE 236 in order to fulfill their general education requirements for physical education.

Typical First-Year Schedule:**First Semester**

Hlth 100 Personal Health
 SpCm 100 Oral Communication
 PE 133 Skills in Softball, Volleyball,
 Basketball and Wrestling
 PE 141 Intro to Elementary PE
 Science Requirement
 Mathematics Requirement

Total semester hours

Second Semester

Engl 100 Written Communication
 Psyc 101 General Psychology
 PE 136 Skills in Swimming,
 Archery, and Handball
 PE 230 Teaching Social, Square
 and Folk Dance
 Science Requirement
 Electives

Total semester hours

Placement Opportunities:

Physical education teachers, especially those who plan to coach, are in demand. With girls athletics becoming more and more popular it would seem the demand will continue. The employment of recreation workers is expected to rise faster than the average for all occupations through the mid-1980's as public pressure for recreation areas results in the creation of many new parks, playgrounds, and national forests.

Advanced Education Opportunities:

The Bachelor of Science degree program at DSC is a sound preparation for a Master's degree in the same field. Many DSC graduates have earned advanced degrees at institutions throughout the country.

For those who wish to earn an advanced degree in physical therapy, physical education is also an excellent undergraduate major.

Note:

The physical education minor does not always certify students for coaching. Careful course selection is advised in the elective hours.

Any person assigned to be an athletic coach shall have a valid teacher's certificate and a minimum preparation of 8 semester hours of college credit in coaching athletics or in health and physical education, including one course in prevention and care of injuries and one course in coaching the athletic activity assigned.

CRIMINAL JUSTICE MINOR

Curriculum Adviser: Mr. Roger Reed

Telephone: 605-256-3551 ext. 229

Program:

A minor in Criminal Justice is available to in-service and pre-service students enrolled at Dakota State College and actively pursuing a bachelor's degree in a field of study approved by DSC.

Required Professional Courses:

CJus 201	Introduction to Criminal Justice	3 hours	9 hours
CJus 335	Administration of Justice	3 hours	
Soc 351	Criminology	3 hours	

Elective Professional Courses:

9 hours

Choose 9 hours of electives from the following:

CJus 202	Police-Community Relations	3 hours
*CJus 316	Problems in Criminal Justice	3 hours
CJus 319	Police Administration	3 hours
CJus 332	Criminal Evidence in Law Enforcement	3 hours
CJus 333	Fundamentals of Criminal Procedure	3 hours
CJus 334	Criminal Investigation	3 hours
CJus 336	Juvenile Courts	3 hours
Soc 352	Penology	3 hours
Soc 410	Law Enforcement System and the Juvenile Offender	3 hours
Soc 451	Juvenile Delinquency	3 hours
Soc 452	Corrections	3 hours

Total semester hours

18 hours

* May be repeated by consent of Criminal Justice Program Director.

Note:

CJus 312, Internship, and CJus 350, Independent Study, cannot be used to fulfill the requirements of the Criminal Justice minor.

HEALTH MINOR**Curriculum Adviser:** Mr. Tom Farrell**Telephone:** 605-256-3551 ext. 247**Program:**

The health minor is designed to prepare either the major or non-major in physical education to teach health education.

Health Minor:

Biol 323, 324	Human Anatomy and Physiology and Lab	4 hours
Hlth 100	Personal Health	2 hours
Hlth 210	Community Health	2 hours
Hlth 253	First Aid and School Safety	2 hours
Hlth 361	School Health Education Methods	3 hours
Hlth 461	Drug Education	2 hours
Psyc 466	Mental Health	3 hours

Total semester hours

18 hours

Note:

Physical Education majors are urged to take Health as a second minor only. A first minor chosen from the other academic areas will enlarge the student's range of teaching fields and, consequently, job opportunities.

PSYCHOLOGY MINOR**Curriculum Adviser:** Dr. William Haley**Telephone:** 605-256-3551 ext. 275**Program:**

The Department of Psychology offers a diversity of courses designed to provide a basic understanding of the structure of behavior and human relationships. The courses are open to all students who need them as part of their programs of study.

All students desiring to take courses in psychology should first take General Psychology (Psyc 101). GENERAL PSYCHOLOGY OR ITS EQUIVALENT IS A PREPRE-

QUISITE FOR ALL OTHER COURSES IN PSYCHOLOGY, EXCEPT CROSS-LISTED COURSES TAKEN FOR CREDIT IN ANOTHER DEPARTMENT. The department accepts credit by CLEP examination for General Psychology as the equivalent of a student's having successfully completed the course. Those who may wish to take this examination can obtain all pertinent information about it from the Academic Counseling Center. Students preparing to take the CLEP examination can obtain useful information concerning study resources from the Department of Psychology office in East Hall.

The study of behavior may help prepare a person for a career either in psychology itself or a wide variety of related fields, such as biology, business, child care, communications, education, health, industrial engineering, law, philosophy, social science, and social welfare.

Minor in Psychology:

EPsy 202	Educational Psychology	3 hours
Psyc 327	Child Psychology	3 hours
Psyc 328	Adolescent Psychology	3 hours
Psyc 361	Foundations of Personality	3 hours
Psyc 466	Mental Health	3 hours
	Electives in Psychology	6 hours
	Total semester hours	21 hours

Note:

In the secondary education program the student must select a minor other than psychology, although it may be used as a second minor.

SOCIOLOGY MINOR

Curriculum Adviser: Roger Reed

Telephone: 605-256-3551 ext. 229

Program:

The sociology minor lends support for those going on to graduate work in sociology as well as being helpful in the fields of social work, community planning, and other areas where understanding of human behavior in groups is necessary.

Minor:

Elect six of the following to total 18 hours

Soc 100	Principles of Sociology	3 hours
Soc 150	Social Problems	3 hours
Soc 240	Rural Sociology	3 hours
Soc 330	Basic Human Communication Skills	3 hours
Soc 340	Urban Sociology	3 hours
Soc 350	Minority Groups	3 hours
Soc 351	Criminology	3 hours
Soc 382	The Family	3 hours
Soc 414	History of Social Thought	3 hours
Soc 490	Independent Study and Internship	1-3 hours
	Total semester hours	18 hours

OTHER ACADEMIC AREAS LIBRARY SCIENCE

Curriculum Adviser: Jay Paulukonis

Telephone: 605-256-3551 ext. 226

Program:

Many elementary and secondary schools need teachers prepared to take responsibility for library related duties. The following courses prepare teachers for accreditation in this area.

Professional Courses:

LibM 205	Children's Literature	2 hours
LibM 306	Reference Materials	3 hours
LibM 322	Cataloging and Classification	3 hours
LibM 402	Library Administration	3 hours
LibM 403	Introduction to Medical Library Administration	3 hours
LibM 404	Literature for Young People	3 hours
LibM 441	Instructional Media	2 hours
LibM 442	Preparation of Instructional Materials	2 hours
LibM 443	New Media	2 hours
LibM 487	Library Practice	3 hours

Note:

Teachers in South Dakota schools who assume library duties must have completed at least 15 semester hours in library science.

CRIMINAL JUSTICE

Degree: Associate of Arts

Curriculum Adviser: Roger Reed

Semester Hours Required: 63

Telephone: 605-256-3551 ext. 229

Program:

Students who plan careers in law enforcement, corrections, courts, or criminal justice planning can pursue either the two-year Associate of Arts degree in Criminal Justice or the four-year Bachelor's degree program. The Associate of Arts degree is available to *in-service persons only*. The Criminal Justice studies program is offered at Dakota State College through the University of South Dakota and has four major objectives:

1. to provide new qualified personnel for all segments of the criminal justice system;
2. to help improve the competence and professional status of existing criminal justice personnel;
3. to build a foundation for good citizenship by creating a better public understanding of the criminal justice system;
4. to provide assistance to criminal justice agencies in the solution of their problems.

Required Professional Courses:

CJus 201	Introduction to Criminal Justice	3 hours
CJus 331	Criminal Law	3 hours
CJus 335	Administration of Justice	3 hours
Soc 250	Introduction to Crime and Delinquency	3 hours
Total semester hours		12 hours

Elective Professional Courses:

Choose 12 hours of electives from the following:

CJus 202	Police-Community Relations	3 hours	12 hours
CJus 312	Criminal Justice Field Experience	3 hours	
*CJus 316	Problems in Criminal Justice	3 hours	
CJus 319	Police Administration	3 hours	
CJus 332	Criminal Evidence in Law Enforcement	3 hours	
CJus 333	Fundamentals of Criminal Procedure	3 hours	
CJus 334	Criminal Investigation	3 hours	
CJus 336	Juvenile Courts	3 hours	
Soc 351	Criminology	3 hours	
Soc 352	Penology	3 hours	
Soc 410	Law Enf System and the Juvenile Offender	3 hours	
Soc 451	Juvenile Delinquency	3 hours	
Soc 452	Correction	3 hours	
Total semester hours			12 hours

General Education Requirements:

Soc	Sociology	6 hours
Psyc	Psychology (Not Educational Psychology)	6 hours
PolS	Political Science	6 hours
Engl	English (Written and Oral Communication and Literature)	6 hours
Math	Statistics or Math (Not Behavioral Statistics)	3 hours
	Science or Humanities (Not EMC) (includes Psychology)	9 hours
	General Electives	3 hours
Total semester hours		39 hours

* May be repeated by consent of Criminal Justice Program Director.

Typical First-Year Schedule:**First Semester**

CJus 201	Intro to Criminal Justice	3
Soc 250	Intro to Crime & Delinq	3
Soc 100	Intro to Sociology	3
Psyc 101	General Psychology	3
Engl 100	Written Communication	4
Total semester hours		16

Second Semester

CJus 335	Administration of Justice	3
CJus	Elective	3
Soc 150	Social Problems	3
PolS 210	American Gov: State and Local	3
	General Electives	4
Total semester hours		16

Placement Opportunities:

The number of law enforcement officers employed will depend on the amount of money made available by local and state governments. Because of the essential nature of law enforcement work, it is likely that funding for law enforcement will have high priority and that employment will rise faster than the average for other occupations through the mid-1980's.

Advanced Education Opportunities:

The bachelor's degree can be pursued at Dakota State College with an additional major awarded by the University of South Dakota. The last 30 semester hours of enrollment must be at the University of South Dakota for the additional major.

EARLY CHILDHOOD EDUCATION

Degree: Associate of Arts
Curriculum Adviser: Dr. Julie Hegstrum

Semester Hours Required: 64 or 65
Telephone: 605-256-3551 ext. 241

Program:

This program emphasizes fundamentals in human relationships and knowledge in social as well as technical areas to understand the growth and behavior of pre-school children. The purpose is to provide trained personnel to function successfully in the care and direction of young children.

Required Professional Courses:

ArtE 310	Elementary Art Methods	2 hours
Ed 115	Early Childhood-Disadvantaged	3 hours
Ed 287	Practicum	2 hours
Ed 387	Practicum	8 hours
EP&G 411	Introduction to Counseling	3 hours
HLth 253	First Aid and School Safety	2 hours
LibM 205	Children's Literature	2 hours
LibM 441	Instructional Media	2 hours
PE 250	Mechanical Analysis of Basic Movement	2 hours
PE 261	Movement Experiences for Preschool Children	3 hours
Psyc 241	Introduction to Social Psychology	3 hours
Psyc 327	Child Psychology	3 hours
Soc 330	Basic Human Communication Skills	3 hours
Soc 382	The Family	3 hours
SpEd 230	Introduction to Exceptional Child	3 hours
Thea 353	Creative Drama and Activities for Children	2 hours
Total semester hours		46 hours

Suggested Elective Professional Courses:

Choose three of the following courses:

SpEd 231	Learning Disabilities	3 hours
EPsy 202	Educational Psychology	3 hours
Psyc 325	Introduction to Behavioral Modification	3 hours
Ed 212	Kindergarten Education	2 hours
Total semester hours		8 or 9 hours

General Education Requirements:

Psyc 101	General Psychology	3 hours
Soc 100	Principles of Sociology	3 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		10 hours

Typical First-Year Schedule:

First Semester

Psyc 327	Child Psychology	3
Psyc 101	General Psychology	3
Soc 100	Principles of Sociology	3
SpCm 100	Oral Communication	4
PE 250	Mechanical Analysis of Basic Movement	2
Electives		2
Total semester hours		17

Second Semester

Ed 115	Early Childhood-Disadvantaged	3
Soc 330	Basic Human Communication Skills	3
Psyc 241	Intro to Social Psychology	3
PE 261	Movement Experiences for Preschool Children	3
LibM 441	Instructional Media	2
Thea 353	Creative Dramatics and Activities for Children	2
Total semester hours		16

Placement Opportunities:

This two-year career program qualifies men and women to work with young children in public or private nursery schools, Head Start centers, preschools, Parent Cooperative Schools, Day Care Centers, or similar programs with children three to five years of age.

Evidence indicates that there is little need for such people in the state. Placement opportunities are available in large metropolitan areas.

Advanced Education Opportunities:

Upon completion of this program a student may go on to complete the Bachelor of Science in Education Degree with a major in elementary education and become a kindergarten or primary teacher. Students may use the following courses as an Early Childhood Education specialization.

Ed 115	Early Childhood-Disadvantaged	3 hours
Ed 287	Practicum-Early Childhood	2 hours
Ed 387	Practicum-Early Childhood	8 hours
EP&G 411	Introduction to Counseling	3 hours
Psyc 245	Introduction to Social Psychology	3 hours
Psyc 327	Child Psychology	3 hours
SpEd 230	Introduction to Exceptional Child	3 hours
Total semester hours		25 hours

SOCIAL SERVICE ASSISTANT

Degree: Associate of Arts

Curriculum Adviser: Roger Reed

Semester Hours Required: 66

Telephone: 605-256-3551 ext. 229

Program:

This two-year program prepares a student to work in welfare agencies, institutions for the elderly and handicapped, drug and alcohol rehabilitation centers, or family care agencies.

Required Professional Courses:

Soc 100	Principles of Sociology	3 hours
Soc 150	Social Problems	3 hours
Soc 210	Interview Techniques	2 hours
Soc 270	Introduction to Social Services	3 hours
Soc 330	Basic Human Communication Skills	3 hours
Soc 382	The Family	3 hours
PolS 210	American Government: State and Local	3 hours
PolS 320	Introduction to Public Administration	3 hours
Psyc	Child or Adolescent Psychology	3 hours
Psyc 271	Behavioral Statistics	3 hours
Psyc 368	Psychology of Individual Differences	2 hours
Psyc 451	Abnormal Psychology	3 hours
Soc 485	Internship	6 hours
EP&G 411	Introduction to Counseling	3 hours
Total semester hours		43 hours

***Elective Professional Courses:**

Electives

10 hours

*The ten hours of elective courses must be selected with the assistance of the academic adviser. The choice of elective courses will depend upon the specific area of social work in which the student plans to specialize.

General Education Requirements:

Engl 100	Written Communication	4 hours
Hlth 100	Personal Health	2 hours
Psyc 101	General Psychology	3 hours
	Lab Science Elective	<u>4 hours</u>
	Total semester hours	13 hours

Typical First-year Schedule:**First Semester**

Engl 100	Written Communication	4
Psyc 101	General Psychology	3
Soc 270	Intro to Social Services	3
PolS 210	American Government: State & Local	3
Soc 100	Principles of Sociology	3
	Total semester hours	<u>16</u>

Second Semester

Soc 150	Social Problems	3
Psyc 327	Child Psychology or	
Psyc 328	Adolescent Psychology	3
PolS 320	Intro to Public Administration	3
Psyc 451	Abnormal Psychology	3
	Lab Science	<u>4</u>
	Total semester hours	16

Placement Opportunities:

Upon completion of this two year program, the student qualifies to work as an outreach worker in public and private agencies. He or she may qualify to work in community referral agencies. A person may couple this program with the Criminal Justice Program and be qualified to work in a juvenile group home.

Advanced Educational Opportunities:

The student may elect to continue studies which will lead to a Bachelor of Science degree with a major in social science or he may elect to transfer to another school and complete work on a Bachelor of Social Work degree.

COURSE DESCRIPTIONS**EDUCATION**

ED 115 EARLY CHILDHOOD-DISADVANTAGED. Problems and techniques related to education of disadvantaged children. An overview of the social, medical, and psychological problems as they relate to the deprived child in both metropolitan and rural areas. 3(S)

ED 187 PRACTICUM. Puts the student into personal contact with students on a one-to-one basis for one hour per week. The student is assigned to a classroom situation where you work closely with students under supervision of the classroom teacher. 1(F,S)

ED 212 KINDERGARTEN EDUCATION. Basic principles and philosophy of kindergarten education; curriculum planning and curriculum materials for kindergarten children. 2(F)

ED 250 INDIVIDUAL READING DEVELOPMENT. This is the reading clinic which will help build reading speed and aid in developing better comprehension, vocabulary, and general study skills. Various projectors and mechanical and optical reading accelerators will be used. Offered for eight weeks twice each semester. Credit or no credit. 1(F,S)

ED 287 PRACTICUM. Gives actual in-the-classroom experience under supervision of elementary teachers for two hours per week. The student works with children on a one-to-one basis or in small groups at the direction of the teacher. 2(F,S)

ED 287 PRACTICUM-EARLY CHILDHOOD. Gives actual in-the-classroom experience under the direct supervision of teachers for two hours per week. The student works with children on a one-to-one basis and in small groups at the direction of the teacher. 2(F,S)

ED 387 PRACTICUM. Gives all types of on-the-job experiences in the teaching field. Students spend three hours a week in a classroom situation under the supervision of the teacher. 8(F,S)

ED 387 PRACTICUM-EARLY CHILDHOOD. Gives all types of on-the-job experiences that would be expected of an early childhood teacher. Sixteen or seventeen hours per week are spent in a day care, preschool, or Head Start center working with the classroom teacher directly under her supervision. 8(F,S)

ED 391 TEACHER EFFECTIVENESS TRAINING. A methods course in classroom communications and problem-solving which enables teachers to deal with conflicts of values between themselves and students. 2(OD)

ED 430 MEASUREMENT AND EVALUATION IN EDUCATION AND PSYCHOLOGY. Tests and evaluative procedures for elementary and high school teachers. Includes teacher-constructed tests, standardized tests, and other measuring devices, plus elementary statistical procedures. 2(OD)

ED 482 INTERACTION LABORATORY AND FIELD SEMINAR. Laboratory experience in developing human relationship skills important in teaching: non-verbal communication, trust, role-playing, security-giving, feedback, etc. The seminar is conducted as related to theory and practice in the modern school. 3(F,S)

COURSE DESCRIPTIONS

ED 491 INDIVIDUAL STUDIES IN EDUCATION. An opportunity for qualified students with adequate background and experience to intensively study special problems in education. Prerequisite: consent of instructor. Hours and credit by arrangement. 1-4 (F,S,SU)

EDUCATION FOUNDATIONS

EDFN 201 INTRODUCTION TO TEACHING. An orientation to the public school system, teaching methods, classroom management, the teacher and her/his professional qualities. Resource materials and classroom situations are an integral part of this course. 3 (F,S)

EDFN 421 FOUNDATION OF EDUCATION. Principles of education and how they have derived primarily from data of educational sociology, psychology, and philosophy. 2 (OD)

ELEMENTARY EDUCATION

ELED 302 PRINCIPLES OF TEACHING IN THE ELEMENTARY SCHOOL. This experience involves methods in instruction, classroom management, and participation in cooperating schools. This will require special arrangement which must be anticipated when registering for this course. 2 (F,S)

ELED 304 CURRENT PROBLEMS AND TRENDS IN ELEMENTARY EDUCATION. Current trends in education and their effects upon the elementary school curriculum. Interpreting, evaluating, and adapting the curriculum to children's needs. 2 (OD)

ELED 320 TEACHING SCIENCE IN THE ELEMENTARY SCHOOL. Techniques, procedures, and methods for teaching elementary science. The student becomes acquainted with modern methods of teaching and is given an opportunity to improve understanding of basic processes. 2 (F,S)

ELED 330 TEACHING MATHEMATICS IN THE PRIMARY GRADES. Emphasizes techniques, procedures, and methods of teaching elementary mathematics. The student learns modern teaching methods and improves understanding of basic processes. 2 (F)

ELED 331 TEACHING MATHEMATICS IN THE INTERMEDIATE GRADES. Emphasizes techniques, procedures, and methods of teaching elementary mathematics in the intermediate grades. Prerequisites will include admission to teacher education program. 2 (S)

ELED 340 TEACHING LANGUAGE ARTS IN THE ELEMENTARY SCHOOL. Surveys problems, techniques, and procedures for teaching reading, language, penmanship, and spelling in the elementary grades. Develops skills in penmanship and manuscript writing. 2 (F,S)

ELED 350 TEACHING READING IN THE PRIMARY GRADES. Objectives, research findings, materials and methods of teaching reading in the primary grades. 3 (F)

ELED 351 TEACHING READING IN THE INTERMEDIATE GRADES. Objectives, materials, and procedures for teaching reading in the intermediate and upper grades. 3 (F,S)

COURSE DESCRIPTIONS

ELED 354 DEVELOPMENTAL READING—WISCONSIN DESIGN (IGE). Emphasizes the Individually-Guided Education reading design. 3 (F)

ELED 360 TEACHING CAREER EDUCATION BASED SOCIAL STUDIES IN THE ELEMENTARY SCHOOL. To help elementary teachers gain the knowledge, attitudes, and skills of development, implementation, and evaluation of a career education based social studies curriculum. 2 (F,S)

ELED 470 INDIVIDUALIZED ELEMENTARY CURRICULUM. Covers the general principles of curriculum development with emphasis on Individually Guided Education (IGE) organizational procedures and methods. 2 (S)

ELED 488 STUDENT TEACHING. Full-time supervised teaching for 12 weeks in cooperating schools, to be taken during the professional semester. 12 (F,S)

EDUCATION PSYCHOLOGY & GUIDANCE

EPSY 202 EDUCATIONAL PSYCHOLOGY. Learning based upon the biological and environmental elements in the learning process. Current theories of learning are examined and compared. Prerequisite: Psyc 101 3 (F,S)

EPSY 403 ADVANCED EDUCATIONAL PSYCHOLOGY. An advanced course in taxonomy of educational measurements and theory. Classifications of Bloom explored and used applied to the learner and the learning process. Prerequisites: Psyc 101, EPSy 202 3 (OD)

EP+G 411 INTRODUCTION TO COUNSELING. An introduction to current principles and practices of counseling. Through analysis and evaluation of counseling interviews, students develop skills and understandings critical to effective counseling relationships — this includes parent-child counseling in special education and the regular classroom as well. 2 (F)

LIBRARY MEDIA

LIBM 205 CHILDREN'S LITERATURE. A perspective of the history of children's books with emphasis on selection of elementary-grade literature, story-telling, and on reading interest of various ages of children. 2 (F,S)

LIBM 306 REFERENCE MATERIALS. Study of evaluation, selection, and use of standard reference materials. 3 (OD)

LIBM 322 CATALOGING AND CLASSIFICATION. Provides the student with fundamental understanding of the principles, concepts, methods, practices, and problems in organizing library collections for effective use. 3 (S)

LIBM 402 LIBRARY ADMINISTRATION. Introduces the student to library science with information on the history, functions, and activities of all libraries. The library as a social and educational agency and its role in the development of communication will be stressed. 3 (OD)

LIBM 403 INTRODUCTION TO MEDICAL LIBRARY ADMINISTRATION. An introduction to all phases of special library operations. From acquisitions to classification, from circulation to reference, the student will gain experience with the why and how of each operation. Special emphasis will be on services to staff and to medical information retrieval networks. 1 (F)

COURSE DESCRIPTIONS

LIBM 404 LITERATURE FOR YOUNG PEOPLE. The characteristics of the teenage group, their personal interests, occupational needs, citizen responsibilities and educational aims, relating the principles of selecting books to these aspects of their development will be explored. 3 (OD)

LIBM 441 INSTRUCTIONAL MEDIA. Introduces audio-visual aids and printed materials. Selection, operation and utilization of instructional materials to make instruction more effective. Covers both commercially-prepared and locally-produced aids. Two hours of lecture and one hour of laboratory per week. 1-2 (F,S)

LIBM 442 PREPARATION OF INSTRUCTIONAL MATERIALS. Helps prepare aids for specific use in classes: better bulletin boards, simplified lettering, graphic aids, slides, films, tapes and other aids that can be produced. 2 (OD)

LIBM 443 NEW MEDIA. Acquaints the student with new techniques in education: programmed learning devices, education television, language laboratories, overhead projector techniques, and other new media. The student will study each and evaluate it in terms of present and future needs in elementary and secondary schools. 2 (OD)

LIBM 487 LIBRARY PRACTICE. The student will get experience in maintaining library records and circulation desk service, and practical care of books and libraries. May be taken in combination with any other library course or may precede a course as a library tryout experience. 3 (OD)

SECONDARY EDUCATION

SEED 300 GENERAL METHODS IN SECONDARY EDUCATION. Teaches the development of secondary school objectives, lesson plans, classroom management, and instructional methods. The student becomes a participant in a public school for several weeks. This will require special arrangements which must be anticipated when registering for this course. 2 (F,S)

SEED 311 SPECIAL METHODS OF TEACHING SPEECH IN SECONDARY SCHOOLS. The course reviews the various approaches to speech education. The student works with the methods and materials pertinent to each type of communicative activity in the classroom environment. 1 (S)

SEED 312 SPECIAL METHODS OF TEACHING BIOLOGY IN SECONDARY SCHOOLS. Biology majors explore the techniques available for teaching biology. Three one-hour sessions weekly during the last eight weeks of the semester. 1 (S)

SEED 314 SPECIAL METHODS OF TEACHING ART IN SECONDARY SCHOOLS. The texts, supplies, equipment and management for art education. 1 (S)

SEED 315 SPECIAL METHODS OF TEACHING SOCIAL SCIENCE IN SECONDARY SCHOOLS. Methods of teaching social science in junior and senior high schools. 1 (F)

SEED 316 SPECIAL METHODS IN TEACHING BUSINESS EDUCATION IN SECONDARY SCHOOLS. Study of materials and methods used in teaching high school business courses. 1 (F)

COURSE DESCRIPTIONS

SEED 317 SPECIAL METHODS OF TEACHING PHYSICAL EDUCATION IN SECONDARY SCHOOLS. How to organize classes for effective instruction in physical education. Learning theories most applicable to the teaching of motor skills are stressed. Some of the most commonly found teaching methods are presented and employed in micro-teaching experiences. 1 (F)

SEED 318 SPECIAL METHODS OF TEACHING MATHEMATICS IN SECONDARY SCHOOLS. Modern methods of teaching mathematics in the secondary schools. Prerequisite: Math 224 1 (S)

SEED 319 SPECIAL METHODS OF TEACHING FOREIGN LANGUAGE IN SECONDARY SCHOOLS. Ways foreign languages can be taught in secondary schools and how to use a language laboratory and other language teaching skills. 1 (OD)

SEED 321 SPECIAL METHODS OF TEACHING INSTRUMENTAL MUSIC IN SECONDARY SCHOOLS. Methods, literature, and equipment necessary to organize the instrumental music program. 1 (S)

SEED 322 SPECIAL METHODS OF TEACHING VOCAL MUSIC IN SECONDARY SCHOOLS. Methods, literature, and equipment necessary to organize the vocal music program. 1 (S)

SEED 324 SPECIAL METHODS OF TEACHING ENGLISH IN SECONDARY SCHOOLS. The course reviews skills needed to teach high school English. The student collects materials and studies the methods especially applicable. 1 (S)

SEED 325 SPECIAL METHODS OF TEACHING PHYSICAL SCIENCE IN SECONDARY SCHOOLS. Special techniques for teaching chemistry and physics. 1 (S)

DRED 371 DRIVER EDUCATION. Provides the prospective teacher experiences that will help the teaching of efficient and safe use of motor vehicles. 2 (OD)

SEED 440 SECONDARY SCHOOL CURRICULUM. Curriculum development to the present time and speculation upon the future. Interpreting, evaluating, and adapting the curriculum to the needs of the secondary school. 2 (OD)

SEED 443 CURRENT PROBLEMS AND TRENDS IN SECONDARY EDUCATION. Current issues and their effects upon secondary schools. Interpretation, evaluation, and the adaptation of these trends to the secondary school. 2 (OD)

SEED 488 STUDENT TEACHING. Full-time off-campus supervised teaching for 12-14 weeks. Part-time work not recommended during this time. 12 (F,S)

SEED 490 WORKSHOP IN SECONDARY EDUCATION. This course is designed as a series of in-service workshops to assist secondary teachers where improvement is needed or in areas where teachers would like an enrichment phase of their program. Each workshop will meet a specific need of the teachers. 1-3 (OD)

SPECIAL EDUCATION

SPED 230 INTRODUCTION TO EXCEPTIONAL CHILD. Deals primarily with the history of exceptionalities, the philosophy of special education, and the causes of handicaps. 3 (F)

COURSE DESCRIPTIONS

SPED 231 LEARNING DISABILITIES. Acquaints the student with the behavioral characteristics of children who exhibit discrepancies in those psycho-educational processes necessary for progress in the normal school situation. Helps the teacher to perceive and improve the learning efficiency of the child handicapped by incipient or chronic learning disabilities. 3 (S)

SPED 440 CURRICULUM DEVELOPMENT FOR THE MENTALLY HANDICAPPED. Methods of teaching and curriculum development for the mentally-handicapped child at the elementary school level. Identification and selection of children, problems of organizing special classes, developing curricular experiences and materials, and understanding the expectation for children of limited intellectual capacity. 3 (F)

SPED 483 STUDENT TEACHING: EXCEPTIONAL CHILD. Full-time supervised teaching in a cooperating special education classroom. Observing, tutoring, conducting classes, developing materials and curricular experiences with mentally-retarded children. To be taken in sequence with EIED 488. 4 (F,S)

HEALTH

HLTH 100 PERSONAL HEALTH. Teaches basic concepts of health and healthful living. Focuses attention on the nature of the major diseases and their prevention. 2 (F,S)

HLTH 210 COMMUNITY HEALTH. Programs, objectives, statistics, and current projections related to community health, and an overview of current community health practices and needs. 2 (F)

HLTH 253 FIRST AID AND SCHOOL SAFETY. First aid instruction meeting the requirements of the American Red Cross Standard First Aid course is given. Safety in everyday living is emphasized, with special consideration given to the kindergarten and elementary school levels. 2 (F,S)

HLTH 361 SCHOOL HEALTH EDUCATION METHODS. Attention is focused on the role of the physical educator as a teacher of health. Emphasis is on methods and materials employed by the health teacher. 3 (F,S)

HLTH 461 DRUG EDUCATION. The student will study a large array of drugs, including alcohol and other mood modifiers — their use, non-use, and abuse in our society. Tobacco products are also considered. The course emphasizes curricular concepts and teaching methodology, and explores critical and controversial issues relevant to drug use. 2 (F,S)

PHYSICAL EDUCATION

PE 100	ADVANCED GYMNASTICS	1 (S)
PE 100	BEGINNING GYMNASTICS	1 (F)
PE 100	BEGINNING ICE SKATING	1 (EOY)
PE 100	BEGINNING SWIMMING	1 (F)
PE 100	LIFESAVING	1 (OD)
PE 100	WATER SAFETY INSTRUCTION	1 (OD)
PE 100	BOWLING	1 (F,S)
PE 100	CROSS COUNTRY SKIING	1 (OD)
PE 100	GOLF	1 (F,S)
PE 100	INDIVIDUALIZED FITNESS PROGRAM	1 (F,S)
PE 100	INTERMEDIATE SWIMMING	1 (S)

COURSE DESCRIPTIONS

PE 100	INTERPRETIVE DANCE	1 (EPY)
PE 100	KARATE	1 (EOY)
PE 100	SOCIAL DANCE	1 (F,S)
PE 100	TENNIS	1 (F,S)
PE 100	ARCHERY	1/2 (F,S)
PE 100	BADMINTON	1/2 (F,S)
PE 100	BASKETBALL	1/2 (F)
PE 100	BILLIARDS	1/2 (F,S)
PE 100	CYCLING	1/2 (S)
PE 100	FLAG FOOTBALL	1/2 (EOY)
PE 100	FLICKERBALL	1/2 (EOY)
PE 100	FLYCASTING	1/2 (F,S)
PE 100	HANDBALL	1/2 (F,S)
PE 100	PADDLEBALL	1/2 (EOY)
PE 100	RECREATIONAL GAMES	1/2 (S)
PE 100	SLIMNASTICS	1/2 (EOY)
PE 100	SOFTBALL	1/2 (F)
PE 100	TEAM HANDBALL	1/2 (EOY)
PE 100	TRAPSHOOTING	1/2 (F,S)
PE 100	VOLLEYBALL	1/2 (F)
PE 100	WEIGHT TRAINING	1/2 (S)
PE 100	WRESTLING	1/2 (EOY)

The PE 100 Courses are valid only in fulfillment of the physical education general education requirement. Physical education majors can use only 133, 136, 233, and 236 in fulfilling the physical education general education requirement.

PE 133 SKILLS IN SOFTBALL, VOLLEYBALL, BASKETBALL, AND WRESTLING. Gives basic techniques, rules and strategies in these sports. 1 (F)

PE 136 SKILLS IN SWIMMING, ARCHERY, AND HANDBALL. Basic techniques, rules, and strategies. 1 (S)

PE 138 MODERN DANCE. Gives creative modern dance experiences for conditioning and recreation. The student learns fundamental concepts and teaching techniques. 1 (EOY)

PE 141 INTRODUCTION TO ELEMENTARY PHYSICAL EDUCATION. By working with children the student becomes familiar with present practices and opportunities in elementary physical education. 2 (F)

PE 230 TEACHING SOCIAL, SQUARE, AND FOLK DANCE. Theory and practice in social, folk, and square dances of the United States and other countries. An understanding of methods unique to teaching recreational dance is gained. 1 (F,S)

PE 233 SKILLS IN BOWLING AND GOLF. Basic techniques, rules, and strategies. 1 (F)

PE 236 SKILLS IN BADMINTON, TENNIS, AND AEROBICS. Basic techniques, rules, and strategies in badminton, tennis, and aerobics (physical conditioning). 1 (S)

COURSE DESCRIPTIONS

PE 240 HISTORY AND PRINCIPLES OF PHYSICAL EDUCATION. Provides an overview of physical education and its relationship to other disciplines. Gives an opportunity to see how historical, philosophical, biological, sociological, and psychological factors have been combined to form the body of knowledge which is physical education. 3 (F,S)

PE 250 MECHANICAL ANALYSIS OF BASIC MOVEMENT. The student considers the mechanical principles basic to all human movement, giving particular attention to the elements of space, force, and time as they affect the movement of children. 2 (F)

PE 261 MOVEMENT EXPERIENCES FOR PRE-SCHOOL CHILDREN. Understanding the essential perceptual-motor competencies which must be developed by young children. Emphasis is on class management, content and methodology, and the creation of an awareness of the effect of movement activities on the development of the child's self-image. 3 (S)

PE 330 GYMNASTIC TECHNIQUES. The student will develop skills and techniques in tumbling and apparatus, learning teaching procedures and principles of spotting, and other safety practices. 1 (F,S)

PE 341 ELEMENTARY AND SECONDARY PHYSICAL EDUCATION CURRICULUM. Gives an overview of curricular content as it exists today in physical education programs in elementary and secondary schools. The student will work with children in this course. 2 (F)

PE 343 EDUCATIONAL GYMNASTICS AND DANCE FOR CHILDREN. The student will learn those gymnastics and dance activities most appropriate for elementary school children. Emphasis is on content and methods which foster creativity among students. 3 (S)

PE 351 KINESIOLOGY. Gives an understanding of human performance as it is affected by kinesiological, anatomical, and mechanical factors. Prerequisite: Biol 323, 324 or instructor's approval. 3 (F,S)

PE 352 ADAPTIVE PHYSICAL EDUCATION. Physical education activities for the atypical student. Teaches corrective exercises for students with functional deviations and how to conduct medically-prescribed activity programs. Prerequisite: Health 100 and Biol 323, 324 or permission of instructor. 2 (S)

PE 354 PREVENTION AND CARE OF ATHLETIC INJURIES. The student will learn how to treat and care for injuries related to participation in athletic contests. Special attention is given to preventive and rehabilitative exercises. 2 (F,S)

PE 360 TEACHING ELEMENTARY SCHOOL GAMES AND RHYTHMS. Enables the student to develop competency in teaching games and rhythmic activities unique to the elementary school and how to organize these activities to obtain objectives. 2 (F,S)

PE 440 ORGANIZATION AND ADMINISTRATION OF PHYSICAL EDUCATION AND ATHLETICS. Administrative procedures and policies in junior and senior high school physical education programs. The management of intramural and interscholastic athletic programs is included. 3 (F,S)

COURSE DESCRIPTIONS

PE 450 PHYSIOLOGY OF EXERCISE. The study of body processes and how they are affected by exercise. The student will become familiar with the various training programs and the effect they have on physical fitness. Prerequisite: Biol 323, 324.

2 (F,S)

PE 451 TEST AND MEASUREMENTS IN PHYSICAL EDUCATION. Acquaints the student with the various tests and instruments used for measuring progress in physical education and how statistical concepts apply to testing in physical education.

2 (F,S)

PE 470 BASKETBALL: THEORY & OFFICIATING. The student will learn coaching techniques employed in the development of fundamental and advanced skills, coaching strategy, and the psychological principles which promote effective performance. Officiating experience under game conditions is a part of the course.

2 (F)

PE 471 FOOTBALL: THEORY & OFFICIATING. The student will learn offensive and defensive strategy and skills with special attention to the mechanics of officiating with laboratory opportunities provided.

2 (F)

PE 472 BASEBALL: THEORY & OFFICIATING. This course teaches basic and advanced skills and umpiring techniques. The students conduct an intensive analysis of game strategies, and will execute playing skills in a laboratory situation.

2 (S)

PE 473 TRACK & FIELD, CROSS COUNTRY: THEORY AND OFFICIATING. This course offers concepts involved in the development of conditioning programs for athletes who compete in the wide range of events in this area. Techniques, rules, and principles of meet management will be learned by organizing and conducting track and field meets.

2 (S)

PE 474 WRESTLING: THEORY AND OFFICIATING. The student will learn advanced skills and strategy which can be employed in coaching interscholastic wrestling teams. Each will also become acquainted with drills and practice organizational procedures, and will officiate in competitive situations.

2 (EOY)

PE 475 VOLLEYBALL: THEORY & OFFICIATING. The student will learn basic and advanced skills with emphasis on offensive and defensive strategy, and become familiar with drills and practice procedures. Emphasis will be placed in rules and officiating techniques.

2 (EOY)

PE 476 GYMNASTICS: THEORY & OFFICIATING. This course will offer concepts involved in the development of routines, skills, spotting, and conditioning for athletes competing in the wide range of gymnastics events. The student will learn techniques and rules of officiating plus principles of mat management.

2 (EOY)

PE 491 INDEPENDENT STUDY IN ELEMENTARY PHYSICAL EDUCATION. Provides an in-depth study in elementary physical education. Prerequisite: PE 141, 360, or permission of the department coordinator.

1-3 (F,S)

PE 491 INDEPENDENT STUDY IN SECONDARY PHYSICAL EDUCATION. Critical inquiry of a specific area of health of physical education. Topics selected are generally those which will either be of value in graduate study or are not available in regularly-offered courses. Prerequisite: completion of 20 or more hours in the physical education major and approval of the department coordinator.

1-3 (F,S)

COURSE DESCRIPTIONS**RECREATION**

RECR 241 CAMPING AND SCHOOL — COMMUNITY RECREATION. An understanding of differences and similarities of the areas of school recreation, community recreation, recreational camping, school camping, and school-community recreation will be taught. 2 (EOY)

RECR 341 OUTDOOR EDUCATION. By the laboratory method, the student will learn about the areas of camping, camp counseling, aquatics, hosteling, hiking, and other outdoor youth activities. Safety practices will be stressed. 3 (F,S)

PSYCHOLOGY

PSYC 101 GENERAL PSYCHOLOGY. History, development and objectives of psychology, general principles, methods of research and control. The student will acquire a scientific understanding of behavior. Prerequisite to all courses in Psychology. 3 (F,S)

PSYC 241 INTRODUCTION TO SOCIAL PSYCHOLOGY. Studies order and regularity underlying processes of human interaction, motives and attitudes, social norms and roles, the socialization process, personality and group membership. 3 (S)

PSYC 245 APPLIED PSYCHOLOGY. This course is designed to help the student understand adjustments, and make educational and personal diagnosis. Students in this course review and correlate information and concepts in the social sciences through certain selected reading and discussions. 3 (OD)

PSYC 271 BEHAVIORAL STATISTICS. An introductory study illustrating the enumeration of events to demonstrate frequency distribution, measures of central tendencies, dispersion, correlation, and probability. 3 (F)

PSYC 325 INTRODUCTION TO BEHAVIOR MODIFICATION. The methods and techniques used in modifying deviant behavior. Develops the human relation skills necessary to understand human interaction for its modification. 3 (S)

PSYC 327 CHILD PSYCHOLOGY. From conception to puberty. Emphasizes physiological and psychological changes within the organism. Required of candidates for the Bachelor of Science Degree in Education who major in elementary education. Prerequisite: Psyc 101. 3 (F,S)

PSYC 328 ADOLESCENT PSYCHOLOGY. From puberty to adulthood. Emphasizes emotional, intellectual, and social development. Required of candidates for the Bachelor of Science Degree in Education who major in secondary education. Prerequisite: Psyc 101. 3 (F,S)

PSYC 361 FOUNDATIONS OF PERSONALITY. The development and dynamics of self; emphasizes elements that contribute to the foundation and development of personality potential. Prerequisite: Six hours of psychology. 3 (S)

PSYC 368 THE PSYCHOLOGY OF INDIVIDUAL DIFFERENCES. Study of the individual's capacity, development, and attitudes with emphasis on understanding the whole person and adjustive mechanisms. Prerequisites: Psyc 101, and Psyc 327 or Psyc 328. 2 (S)

COURSE DESCRIPTIONS

PSYC 424 THE PSYCHOLOGY OF THE EXCEPTIONAL CHILD. The nature and causes of mental deficiency, characteristics and social control of the mentally handicapped; selection and preparation of curriculum material as well as methods and devices used in presenting these materials. Prerequisite: Psyc 101, 327, 328, EPsy 202, or SpEd 230
3 (S)

PSYC 431 MODERN INDIAN PSYCHOLOGY. A study of the historical, social, psychological forces. Particular emphasis on South Dakota influences on Indian Behavior.
3 (F)

PSYC 451 ABNORMAL PSYCHOLOGY. A study of abnormal behavior for early recognition of personality deviation and its care and treatment. Prerequisites: Nine hours in psychology, including Psyc 327 or 328.
3 (F)

PSYC 466 MENTAL HEALTH. History and development of the mental health movement. Shows how educators and parents can understand and help children and youth. Prerequisite: Six hours in psychology.
3 (F)

PSYC 491 INDIVIDUAL STUDIES IN PSYCHOLOGY. Gives qualified students with adequate background and experience an opportunity to study special problems in psychology intensively. Consent of instructor required. Hours and credits by arrangements.
1-4 (F,S)

SOCIOLOGY

SOC 100 PRINCIPLES OF SOCIOLOGY. A general survey of the major sociological concepts such as socialization, status, role, and social stratification. Social institutions and their parts will also be examined.
3 (F,S)

SOC 105 STUDY SKILLS. This class studies and discusses many of the common-sense factors that contribute to student success and survival in college. Studying, note-taking, activity participation, class participation, grades, etc. Behavior, attitudes and knowledge which, for the most part are applied routinely by the successful student are brought forth and bluntly and honestly discussed.
1 (F,S)

SOC 110 CAREER PLANNING. An examination of individual interest, values and skills as they relate to possible career choices. Individual exploration of potentially compatible occupations and development of job seeking skills.
1 (F,S)

SOC 150 SOCIAL PROBLEMS. A generalized study of basic sociological problems, the family, recreation, poverty, crime, dependency, migration, racial problems, social disintegration.
3 (F,S)

SOC 210 INTERVIEWING TECHNIQUES. Surveys this area and examines the importance of interviewing. Learning how to construct and evaluate interview schedules.
2 (S)

ANTH 220 CULTURAL ANTHROPOLOGY. Analysis of the various cultures of mankind, how racial prejudices may be reduced by integrating sociology, anthropology, and social behaviorism. Prerequisite: Geog 201.
3 (OD)

SOC 240 RURAL SOCIOLOGY. Designed to give a good understanding of agrarian sociology and its social and economic problems. South Dakota rural environmental and sociological implications are included in the course.
3 (S)

COURSE DESCRIPTIONS

SOC 250 INTRODUCTION TO CRIME AND DELINQUENCY. The sociology of criminal behavior and juvenile delinquency, with an emphasis on etiological theory. The extent and forms of crime are considered together with the characteristics of offenders. 3

SOC 270 INTRODUCTION TO SOCIAL SERVICES. Examines the social service agencies and their work in the state and community. Surveys the basic philosophy of social service, the professions of social services briefly and their components. 3 (F)

SOC 328 CONTEMPORARY AMERICAN INDIAN AFFAIRS. A study of contemporary American Indian affairs. 3 (S)

SOC 330 BASIC HUMAN COMMUNICATION SKILLS. The factors conditioning the communication and diffusion of ideas and practices are examined. 3 (S)

SOC 335 DYING AND DEATH. Examines the impact of dying on the individual as well as society and the adaptations each must make. Counseling with people who are dying will be reviewed as well as with survivors. Different types of deaths will also be studied. 3 (S)

SOC 340 URBAN SOCIOLOGY. The process of urbanization and community structures and patterns, with special emphasis on the organization and spatial arrangements of cities and urban social problems are examined. 3 (S)

SOC 350 MINORITY GROUPS. Examines the latest developments in race relations and other intergroup relations. Studies genetics and race, miscegenation, segregation and integration of housing, unemployment of minorities, and anti-Semitism. Prerequisite: Soc 100. 3 (F)

SOC 351 CRIMINOLOGY. A study of penal institutions, the crime problem, and the modern techniques of criminology. The course endeavors to give a humane, empathetic, rehabilitative understanding of criminology. Prerequisite: Soc 100. 3 (F)

SOC 382 THE FAMILY. Studies the family as the basic social unit, its organizations, structure and development. Prerequisite: Soc 100. 3 (F)

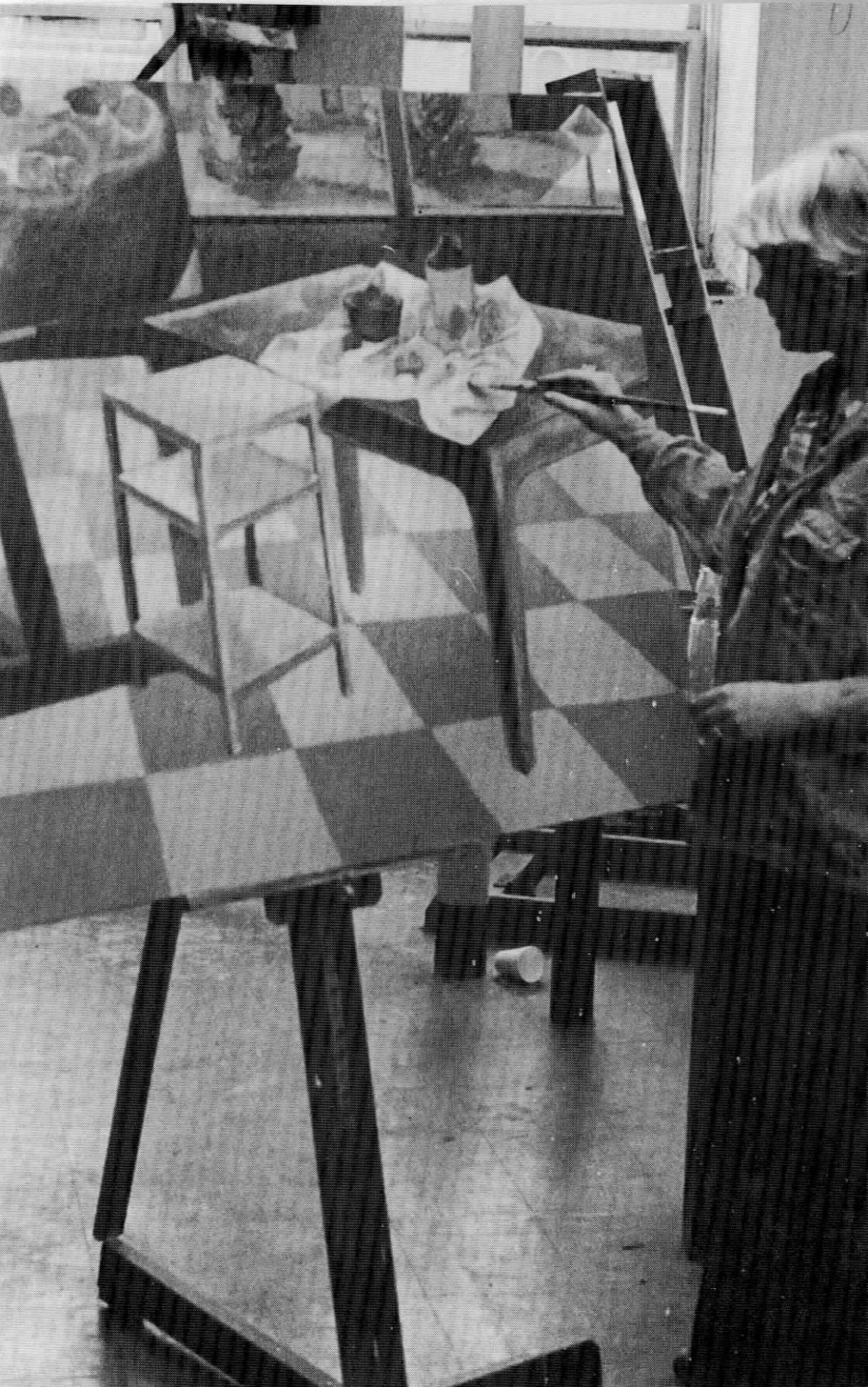
SOC 414 HISTORY OF SOCIAL THOUGHT. Discussion and analysis of social thought from the earliest times to the present day. 3 (F)

***SOC 451 JUVENILE DELINQUENCY** A general introduction to the causes of juvenile delinquency and how police and the courts handle the problem. A look into juvenile court philosophy and practice, detention and rehabilitation, and current juvenile delinquency problems. 3 (S)

SOC 485 SOCIOLOGY INTERNSHIP. Practical experience will be gained by working in a criminal justice or social service agency. Tasks appropriate to the occupational competency will be performed by the student in an application of skills developed through classroom instruction. 1-16 (F, S)

COURSE DESCRIPTIONS**ABBREVIATIONS**

EOY	Every other year
ETS	Every third semester
F	Fall
OD	On demand
S	Spring
SU	Summer



Division of Humanities

The liberal arts, particularly in the Humanities area, intends to prepare one for living, for life, as well as preparing or training one for a specific job.

The values realized by studying the humanistic disciplines of art, English, foreign language, music, speech, and theatre are fundamental to all professions and careers and traditionally have been regarded as being at the core of a well-rounded education.

Courses in the humanities enhance and expand one's horizons. A broader, deeper visual perception is obtained by studying art; appreciation for and skill in using language, by studying English, foreign languages, journalism, speech and theatre; sound takes on many new facets with the study of music.

The Humanities Division offers courses and programs that provide perspectives not only on one's major, his education and the world, but on the Arts and on himself.

MAJORS

Art
English
Music
Speech and Drama

MINORS

Art	Music
English	Speech and Drama
Foreign Languages	

ASSOCIATE OF ARTS DEGREE (two-year)

Humanities

OTHER ACADEMIC SUPPORT AREAS

Industrial Arts
Journalism
*Pre-professional Programs
 Art
 Communications
 Law

*Note: Students planning to enter these professional programs may take one or more years of arts and science classes at DSC to prepare for transfer or entry into advanced study. (See pages •• & ••• for additional pre-professional information.)

ART

Degree: Bachelor of Science or Bachelor of Science in Education
Semester Hours Required: 128
Curriculum Adviser: Orval Van Deest
Telephone: 605-256-3551 ext. 231

Program:

The art program emphasizes theory and technique in studio art. The program combines a study of two dimensional art, three dimensional art, and art history. It also allows students to study art education as preparation for teaching art on either the elementary or secondary level.

Required Professional Courses:**Minor:**

ArH 312	History of Art: Renaissance to Modern	3 hours
ArH 411	Modern Art	3 hours
ArtS 111	Art Forms I	3 hours
ArtS 121	Art Forms II	3 hours
ArtS 212	Figure Drawing	2 hours
ArtS 231	Oil Painting	3 hours
ArtS 341	Sculpture I	2 hours
IA 190	General Shop	2 hours
	Art Electives	3 hours
	Total semester hours	24 hours

Major (non-teaching):

ArH 311	History of Art: Pre-Historic to Renaissance	3 hours
ArH 312	History of Art: Renaissance to Modern	3 hours
ArH 411	Modern Art	3 hours
ArtS 111	Art Forms I	3 hours
ArtS 121	Art Forms II	3 hours
ArtS 212	Figure Drawing	2 hours
ArtS 231	Oil Painting	3 hours
ArtS 251	Ceramics I	2 hours
ArtS 271	Metal Work I	2 hours
ArtS 341	Sculpture I	2 hours
IA 190	General Shop	2 hours
	Senior Exhibition	0 hours
	Art Electives	8 hours
	Total semester hours	36 hours

Major in Art (Teaching):

Same as above except ArtE 311 Art for the Elementary Grades must be substituted for three hours of art electives.

Pre-Professional Art (Two years only):

ArtS 111	Art Forms I	3
ArtS 121	Art Forms II	3
ArtS 212	Figure Drawing	2
IA 113	Technical Drawing I	2
ArtS 341	Sculpture I	2
ArH 411	Modern Art	3
ArtS 231	Water Color	3
Art 491	(Internship)—Special Projects	6
	Total semester hours	24

Typical First-Year Schedule:**First Semester**

Engl 100	Written Communication	4
PE 100	Physical Education	1
Science Requirement		4
ArtS 111	Art Forms I	3
Science Requirement		4

Total semester hours

16

Second Semester

SpCm 100	Oral Communication	4
PE 100	Physical Education	1
Math	Math Requirement	3
PolS	Political Science Req.	3
ArtS 121	Art Forms II	3
IA 190	General Shop	2

Total semester hours

16

Placement Opportunities:

Elementary teachers with art specialization are in demand.

Talented and well-trained commercial artists may face completion for employment and advancement in most kinds of work through the mid-1980's. One anticipated area of growth is in visual advertising such as television, graphics, packaging displays, and poster and window display.

Advanced Education Opportunities:

Art majors can readily prepare themselves for specialized study in two dimensional or three dimensional work at the graduate level. Portfolios to be submitted to graduate entrance committees can be started prior to graduation.

Note:

Non-majors may wish to consider a related subjects minor, involving both art and industrial arts and crafts.

General Education Requirements:

The general education requirements are found in the general education section.

ENGLISH**Degree:**

Bachelor of Science or Bachelor of Science in Education

Curriculum Adviser: Orval Van Deest

Semester Hours Required: 128

Telephone: 605-256-3551 ext. 231

Program:

The English program is designed to enhance the student's appreciation of both literature and the English language by personal involvement. The courses give the student a broad general preparation in composition, poetry, prose, and linguistics.

Required Professional Courses:**Minor:**

18 hours in English chosen from 200, 300, and 400 level courses (exclusive of the general education requirement of three hours in literature).

Major:

Engl 307	Advanced Grammar	2 hours
Engl 403	Advanced Composition	2 hours
Ling 403	Introduction to Linguistics	2 hours
	*Electives in English	30 hours
	Total semester hours	36 hours

*30 hours in English chosen from 200, 300, and 400 level courses (exclusive of the general education requirement of three hours of literature).

General Education Requirements:

English majors are recommended to take World Literature to fulfill their general education literature requirement. General education requirements are found in the general information section.

Note:

Engl 370, Reading Skills, cannot be counted toward the English major, minor, or specializations.

Students majoring in English may use SpCm 440 Oral Interpretation of Literature as an elective. Courses in journalism may also be used as electives in the English major with approval of the adviser and Division Chairperson.

Typical First-Year Schedule:

First Semester		Second Semester			
*Engl 100	Written Communication	4	SpCm 100	Oral Communication	4
Math	Math Requirement	3	Geog	Geography Requirement	3
	Science Requirement	4	Hist	History Requirement	3
PE 100	Physical Education	1	PE 100	Physical Education	1
Psyc 101	General Psychology	3	Engl 213	World Literature	3
Electives		1	ArtH 231	Aesthetics	2
Total semester hours		16	Total semester hours		16

*English majors should take Written Communication in the first semester because it is a prerequisite to all other English courses.

Placement Opportunities:

Graduates with extra curricular back-ups, such as journalism or drama found positions with relative ease. Employment of technical writers, journalists and other occupations requiring English skills is expected to increase about as fast as the average for all occupations through the mid-1980's.

Advanced Education Opportunities:

An English major is recognized as one of the best preparations for advanced study in a variety of professional careers such as writing, criticism, and publishing. The English major also provides an excellent background for entry into the professions of law and medicine.

MUSIC**Degree:**

Bachelor of Science or Bachelor of Science in Education

Curriculum Adviser: Orval Van Deest

Semester Hours Required: 128

Telephone: 605-256-3551 ext. 231

Program:

The comprehensive vocal-instrumental music major stresses the theory and history of music, conducting and arranging, and the development of personal musical skills. The music minor offers two options, vocal or instrumental music. Students develop their performance skills through ensemble participation and private lessons.

Required Professional Courses:**Minor (Instrumental Music):**

Mus 112	Music Theory I	3 hours
Mus 113	Music Theory II	3 hours
MuEn 221	Band	4 hours

Mus 242	Pedagogy (Strings)	1 hour
Mus 244	Pedagogy (Brass)	1 hour
Mus 245	Pedagogy (Woodwinds I)	1 hour
Mus 245	Pedagogy (Woodwinds II)	1 hour
Mus 246	Pedagogy (Percussion)	1 hour
Mus 320	Music History I	2 hours
Mus 321	Music History II	2 hours
Mus 330	Conducting	2 hours
MuAp	Applied Music (Piano or Instrument)	3 hours
Total semester hours		24 hours

Minor (Vocal Music):

Mus 112	Music Theory I	3 hours
Mus 113	Music Theory II	3 hours
MuEn 201	Chorus	4 hours
Mus 241	Pedagogy (Voice)	2 hours
Mus 320	Music History I	2 hours
Mus 321	Music History II	2 hours
Mus 330	Conducting	2 hours
Mus 341	Music in the Elementary School	2 hours
MuAp	Applied Music (Voice)	4 hours
Total semester hours		24 hours

Major (Vocal and Instrumental Music):

Mus 112	Music Theory I	3 hours
Mus 113	Music Theory II	3 hours
Mus 212	Music Theory III	3 hours
Mus 213	Music Theory IV	3 hours
Mus 241	Pedagogy (Voice)	2 hours
Mus 242	Pedagogy (Strings)	1 hour
Mus 244	Pedagogy (Brass)	1 hour
Mus 245	Pedagogy (Woodwinds I and II)	2 hours
Mus 246	Pedagogy (Percussion)	1 hour
Mus 311	Counterpoint	2 hours
Mus 312	Form and Analysis	2 hours
Mus 320	Music History I	2 hours
Mus 321	Music History II	2 hours
Mus 330	Conducting	2 hours
Mus 341	Music in the Elementary School	2 hours
Mus 418	Techniques of Arranging	2 hours
MuAp	Applied Music (Piano, Organ, Voice, Instrumental)	8 hours
MuEn	Chorus and/or Band	7 hours
Mus	Electives	4 hours
MuAp 497	Senior Recital	0 hours
Total semester hours		52 hours

General Education Requirements:

Forty-three hours in general education are listed in the general information section.

Typical First-Year Schedule:**First Semester**

Engl 100	Written Communication	4
PE 100	Physical Education	1
Mus 112	Music Theory I	3
Math 140	Consumer Mathematics	3
MuAp	Applied Music	1
MuEn	Band and/or Chorus	1
Science Requirement		4
Total semester hours		17

Second Semester

SpCm 100	Oral Communication	4
PE 100	Physical Education	1
Science Requirement		4
Mus 113	Music Theory II	3
Psyc 101	General Psychology	3
MuAp	Applied Music	1
MuEn	Band and/or Chorus	1
Total semester hours		17

Placement Opportunities:

The demand for instrumental and vocal instructors is heavy. Teachers qualified to teach academic courses in addition to music have little difficulty obtaining positions.

Advanced Education Opportunities:

Courses are designed to prepare the student who wishes to pursue further study in applied music, music theory and history, and music education.

Note:

1. If you lack proficiency in keyboard skills, you must enroll for class piano until such time as you can pass the Piano Proficiency Examination which will be administered by the music faculty. Requirements for the examination are available at your request.
2. Certain required courses are offered in alternate years only.
3. Majors and minors are required to participate in band or chorus each semester. The student is advised to participate in both if he or she is technically qualified. Music majors must present a public recital in the senior year. All music students are expected to attend college and community recitals and concerts.

SPEECH AND DRAMA**Degree:**

Bachelor of Science or Bachelor of Science in Education

Curriculum Adviser: Orval Van Deest

Semester Hours Required: 128

Telephone: 605-256-3551 ext. 231

Program:

DSC offers a composite Speech-Drama major. The speech and drama program is a coupling of academic theory and practical production. Students study theory and techniques of speech communication, acting, interpretation, and production. They are provided with an opportunity to demonstrate actively their classroom skills in performance situations.

Required Professional Courses:**Minor:**

DCom 431	Introduction to Speech Correction	3 hours
SpCm 236	Discussion and Debate	3 hours
SpCm 255	Voice and Diction	2 hours
SpCm 281	Speech Activities	1 hour
Thea 100	Introduction to Theatre	2 hours
Thea 231	Elementary Acting	2 hours
Thea 241	Stagecraft I	2 hours
Thea 351	Play Directing	3 hours
Total semester hours		18 hours

Major: Speech and Drama

	Minor requirements listed above	18 hours
SpCm 315	Public Speaking	2 hours
SpCm 440	Oral Interpretation of Literature	3 hours
Thea 293	Drama Activities	1 hour
	Speech and Drama Electives to be selected with adviser's approval	6 hours
	Total semester hours	30 hours

General Education Requirements:

General education requirements are listed in the general information section.

Typical First-Year Schedule:

First Semester		Second Semester			
*SpCm 100	Oral Communication	4	Engl 100	Written Communication	4
Thea 231	Elementary Acting	2	Thea 100	Introduction to Theatre	2
Math 140	Consumer Mathematics	3	Geog	Geography Requirement	3
Science Requirement		4	Science Requirement		4
PE 100	Physical Education	1	PE 100	Physical Education	1
Electives		2	Electives		2
Total semester hours		16	Total semester hours		16

*Speech majors should take Oral Communication in the first semester because it is a prerequisite to all speech courses.

Placement Opportunities:

Teacher graduates qualified to teach academic courses and speech-drama majors or minors find little difficulty in finding positions in secondary schools.

Advanced Education Opportunities:

DSC speech-drama graduates have been highly successful in graduate programs throughout the state and nation. Students encounter little difficulty in entering graduate study in either speech or theatre. Students may wish to continue their study in mass communications, professional/community theater, or public relations.

Note:

The English courses, Engl 431 Shakespeare's Sonnets and Comedies, Engl 432 Shakespeare's Histories and Tragedies, and Engl 463 Modern Drama may be used as electives in speech and drama. It is recommended that students majoring in speech and drama take supporting courses in such areas as English, journalism, and foreign languages.

FOREIGN LANGUAGE MINORS**French and Spanish**

Curriculum Adviser: Orval Van Deest

Telephone: 605-256-3551 ext. 231

Program:

Foreign languages are a vital part of the liberal arts education and also provide the basis for careers requiring bilingual talents. The courses in French and Spanish stress conversation and require practice in a modern language laboratory.

Minor in French:

Fren 101	French I	3 hours
Fren 102	French II	3 hours
Fren 211	French III	3 hours
Fren 212	French IV	3 hours
Fren 311	French V	3 hours
Fren 312	French VI	3 hours
Total semester hours		18 hours

Minor in Spanish:

Span 101	Spanish I	3 hours
Span 102	Spanish II	3 hours
Span 211	Spanish III	3 hours
Span 212	Spanish IV	3 hours
Span 311	Spanish V	3 hours
Span 312	Spanish VI	3 hours
Total semester hours		18 hours

Note:

Students considering graduate programs which require a foreign language should seriously consider a minor in Spanish or French.

OTHER ACADEMIC SUPPORT AREAS**INDUSTRIAL ARTS**

Curriculum Adviser: Orval Van Deest

Telephone: 605-256-3551 ext. 231

Program:

The arts and crafts shops at DSC are open to students for enriching their degree programs with elective courses. Students working in drama and art may supplement their studies with courses in the industrial arts. Non-majors and part-time students may choose to use electives for personal enrichment. Elementary education majors may expand their creativity by electing several of these courses.

Professional Courses:

IA 113	Technical Drawing I	3 hours
IA 141	General Metals I	3 hours
IA 190	General Shop	2 hours
IA 191	Woodworking	3 hours
IA 203	Industrial Plastics and Crafts	3 hours
IA 343	Welding I	2 hours
IA 392	Woodfinishing	2 hours
IA 406	Machine Shop	3 hours
IA 476	Special Projects	1-3 hours

JOURNALISM

Curriculum Adviser: Orval Van Deest

Telephone: 605-256-3551 ext. 231

Program:

These courses introduce students to basic journalistic practice and are particularly helpful in preparing English majors to supervise high school publications.

Professional Courses:

MCom 151	Introduction to Journalism I	2 hours
MCom 152	Introduction to Journalism II	2 hours
MCom 153	Journalism Activities	1-4 hours
MCom 317	Editorial Direction and Problems of the High School Paper	3 hours

Note:

The above courses may be used as electives in an English major with the approval of the Division Chairperson. The above courses should be taken by students interested in pre-professional communications.

HUMANITIES

Degree: Associate of Arts

Semester Hours Required: 64

Curriculum Adviser: Orval Van Deest

Telephone: 605-256-3551 ext. 231

Program:

The main purpose of this program is to provide the artistic and cultural elements that make life worth living. By their very nature, the humanities are ends in themselves. The courses center on general studies in literature, art, music, and history.

Required Courses:

ArH 231	Aesthetics	2 hours
ArH 311	History of Art I	3 hours
ArH 312	History of Art II	3 hours
ArtS 111	Art Forms I	3 hours
ArtS 121	Art Forms II	3 hours
Engl 100	Written Communication	4 hours
Engl 213	World Literature	3 hours
Engl 221	English Literature I	3 hours
Engl 222	English Literature II	3 hours
Engl 341	American Literature I	3 hours
Engl 342	American Literature II	3 hours
Engl 399	Humanities	2 hours
Engl 463	Modern Drama	2 hours
Engl	English Elective	3 hours
Hist 255	American Heritage	3 hours
Mus 110	Music Fundamentals	2 hours
SpCm 100	Oral Communication	4 hours
Total semester hours		49 hours

Elective Courses:

These will be selected with the advice and approval of the adviser.

15 hours

Note:

1. ArH 411 Contemporary Art may be substituted for ArH 311 History of Art I or ArH 312 History of Art II.

2. One course in music is required, and Mus 110 is the only course open to students without musical training. Students with musical training are strongly encouraged to take one or more courses in Music Theory (Mus 112, 113, 212, 213) or Music History (Mus 320, 321).

Typical First-Year Schedule:

First Semester		Second Semester			
Engl 100	Written Communication	4	SpCm 100 Oral Communication	4	
Arth 231	Aesthetics	2	Hist 255 American Heritage	3	
ArtS 111	Art Forms I	3	ArtS 121 Art Forms II	3	
Electives		7	Engl 213 World Literature	3	
			Electives	3	
Total semester hours		16	Total semester hours		16

Placement Opportunities:

The program is intended for adults who now have no need to acquire the means to make a living and the college student who wishes a base of humanities upon which any number of professions or occupations (teaching, law, etc.) may be built. The program is also designed for those who never had the time to study the things in which they may have always been interested. The purpose of this program is to give them that chance.

Advanced Education Opportunities:

Upon completion of this program a student may go on to complete a Bachelor of Science degree in any of the humanities areas.

COURSE DESCRIPTIONS**ART EDUCATION**

ARTE 110 ART FUNDAMENTALS. The introduction to the basic principles, processes, and aesthetics of art through involvement in various media. 2(F,S)

ARTE 310 ELEMENTARY ART METHODS. A study of the objectives, procedures, and methods in art relative to the artistic and perceptual development of children ages 2-12. Prerequisite: ArTE 110. 2(F,S)

ARTE 311 ART FOR ELEMENTARY GRADES. Introduction to the basic philosophical attitudes of modern art forms and associated materials relative to the elementary art experience. 3(S)

ARTE 312 CRAFTS FOR ELEMENTARY GRADES. Objectives, procedures and experience in three dimensional materials for teaching creative handicrafts through the sixth grade. Prerequisite: ArTE 110. 2(OD)

ART HISTORY

ARTH 231 AESTHETICS. Study of music, painting, sculpture, and architecture presented by instructors in those departments. 2(F,S)

ARTH 311 HISTORY OF ART: PREHISTORIC TO RENAISSANCE. Study of architecture, sculpture, and painting. (ArH 311, 312, 411 are offered in sequence in successive semesters.) 3(ETS)

ARTH 312 HISTORY OF ART: RENAISSANCE TO MODERN PERIOD. A continuation of ArH 311, need not be taken in sequence. 3(ETS)

ARTH 411 MODERN ART. Study of architecture, sculpture, and paintings with emphasis on modern movements. 3(ETS)

ART STUDIO

ARTS 111 ART FORMS I. Introduction to the elements of drawing and two-dimensional composition. This course is prerequisite to all two-dimensional studio courses. 3(F)

ARTS 121 ART FORMS II. Introduction to the fundamental principles of three-dimensional composition. This course is prerequisite to all three-dimensional studio courses. 3(S)

ARTS 212 FIGURE DRAWING. Drawing the human figure using live models. Prerequisite: Arts 111. 2(S)

ARTS 231 OIL PAINTING. An introduction to the basic technical and formal aspects of oil painting, with the emphasis on actual work in the medium. Prerequisite: Arts 121. 3(S)

ARTS 232 WATERCOLOR PAINTING. The investigation of various techniques in watercolor painting through work in the medium and critiques. Prerequisite: Arts 121. 3(F)

ARTS 251 CERAMICS I. The study and production of handbuilt hollow-ware including firing and glazing processes. Prerequisite: Arts 121. 2(F,S)

COURSE DESCRIPTIONS

ARTS 271 METAL WORK I. Design and construction of jewelry using precious and semi-precious materials. Prerequisite: ArtS 121. 2 (F)

ARTS 312 ADVANCED DRAWING. Advanced study with various drawing media aimed at solving composition problems and completing the drawing. Prerequisites: ArtS 111 and ArtS 212 or consent of the instructor. 2 (S)

ARTS 331 ADVANCED OIL PAINTING. Continues ArtS 231 with emphasis on individual expression. Prerequisite: ArtS 231 3 (S)

ARTS 332 ADVANCED WATER COLOR PAINTING. Continues ArtS 232 with emphasis on individual expression. Prerequisite: ArtS 232. 3 (F)

ARTS 341 SCULPTURE I. Investigation of sculptural concepts through basic media and process. Prerequisite: ArtS 121. 2 (F)

ARTS 351 CERAMICS II. Advanced clay work with an emphasis on wheel-thrown hollow-ware. Prerequisite: ArtS 251. 2 (S)

ARTS 371 METAL WORK II. Advanced study in the design and construction of objects in precious and semi-precious materials with an emphasis on silver smithing. Prerequisite: ArtS 271. 2 (F)

ARTS 381 GRAPHIC ARTS. Designing and painting etchings, engravings, aquatints, mezzotints, drypoints, woodcuts, and lithographs. Prerequisite: ArtS 111 (non-sequential). 2 (OD)

ARTS 441 SCULPTURE II. Advanced study in sculptured forms through foundry methods including ceramic shell, bonded and green sand molds, and associated processes for casting metals. Prerequisite: ArtS 341. 2 (F)

ART 491 SPECIAL PROJECTS. Special projects are designed to meet the students' personal background and needs. Hours to be determined in conference with instructor. 1-3 (F,S)

ENGLISH

ENGL 019 DEVELOPMENTAL LANGUAGE SKILLS. This class provides a review of basic English, grammatical structure, and organization and is designed to increase knowledge of English and improve communication skills. 1-3 (OD)

ENGL 100 WRITTEN COMMUNICATION. THIS COURSE IS A PREREQUISITE TO ALL OTHER COURSES IN ENGLISH. The course reviews grammar, usage, spelling, and punctuation in writing objective themes. Students learn purpose and efficiency in composition and analyze and practice basic principles of syntax, rhetoric, and style in composition. 4 (F,S)

ENGL 109 ENGLISH AS A SECOND LANGUAGE. This course is designed for foreign students to help them develop proficiency with their use of the English language. An individualized approach is used with attention to vocabulary building, correct grammatical usage, reading comprehension, and oral communication. No prerequisite. 1-8 (OD)

COURSE DESCRIPTIONS

ENGL 213 WORLD LITERATURE. This course is a critical and chronological study of literature from Greece, Italy, France, Germany, and England with some analysis of literary types and conventions. 3 (S)

ENGL 218 INTRODUCTION TO LITERATURE. This is a basic general education course emphasizing an understanding of the forms, themes, and values of literature. Some of the literary masterpieces which have contributed to the development of our world and its ideals are read and studied. 3 (F,S)

ENGL 221 ENGLISH LITERATURE I (FROM 449 A.D. to 1750). This survey course is basic to all other English literature courses. It stresses the literature itself against a literary history background covering literature throughout the first half of the eighteenth century. (Alternates with Engl 341.) 3 (EOY) (F)

ENGL 222 ENGLISH LITERATURE II (FROM 1750 TO PRESENT). This survey course is a continuation of Engl 221 from Blake to Tolkien. (Alternates with Engl 342.) 3 (EOY) (S)

ENGL 263 CONTEMPORARY POETRY. Students are taught to interpret and criticize poetic literature-in-the making by studying the works of outstanding American and English poets since 1890. (Alternates with Engl 483.) 2 (EOY) (F)

ENGL 307 ADVANCED GRAMMAR. This course is primarily designed to prepare high school English teachers by an intensive review of English structure, diction, terminology, and usage. Practice is provided in precise composition and in correcting and revising inefficient or confused expressions. 2 (S)

ENGL 333 PERIOD STUDY. A study of the literature of one era or period. The period varies each time the course is offered. 3 (F or S)

ENGL 341 AMERICAN LITERATURE I. This survey course follows the rise and development of American writing from its colonial beginnings to the Civil War, with detailed study of the work of Emerson, Hawthorne, Melville, and Whitman. 3 (EOY) (F)

ENGL 342 AMERICAN LITERATURE II. A continuation of Engl 341, this course examines major writing after the Civil War, including a detailed study of Twain, James, Frost, Eliot, and Faulkner. 3 (EOY) (S)

ENGL 343 SELECTED AUTHORS. A study of the work of one or several major literary figures. Authors vary each time the course is offered. 3 (F or S)

ENGL 353 AMERICAN FICTION. The development of the American short story, novelette, and novel from 1800 to the present is covered. Papers of an historical or general literary nature are required. 2 (EOY) (S)

ENGL 365 THE ENGLISH NOVEL. The course is a review of the history of the English novel, major novelists, and their works. 2 (EOY) (F or S)

ENGL 370 READING SKILLS. This course reinforces basic reading skills and presents methods of accurately grasping the meaning of a text. The course is required for South Dakota teacher certification; it cannot be counted toward an English major, minor, or specialization. 3 (OD)

COURSE DESCRIPTIONS

ENGL 390 HUMANITIES. The values of literature, music and the fine arts are studied. Representative works are examined in the light of critical theories to see how the humanities are relevant to modern man. 2 (OD)

ENGL 403 ADVANCED COMPOSITION. Various forms of writing are studied stressing organization and techniques. Inductive and deductive methods are used, and levels of diction are explained and practiced in expository compositions. 2 (F)

ENGL 431 SHAKESPEARE'S SONNETS AND COMEDIES. Shakespeare's life is studied as it relates to the sonnet. The development of the Elizabethan theatre provides a background for his plays. The development of Shakespeare's comic method follows in a study of his outstanding comedies. (Alternates with Engl 432). 3 (EOY) (S)

ENGL 432 SHAKESPEARE'S HISTORIES AND TRAGEDIES. Shakespeare's tragic method is revealed in a chronological study of his so-called history plays and his great tragedies. 3 (EOY) (S)

ENGL 463 MODERN DRAMA. Starting with Ibsen in 1890, the course follows the development of English, Irish, and American drama to the present. Representative European plays are read and discussed to bring English drama into focus within the scope of modern dramatic literature. 2 (EOY) (F)

ENGL 483 CREATIVE WRITING. The laboratory method with its freedom of choice of composition types is used. Reading, especially in contemporary literature, stimulates creative imagination as other authors' techniques are analyzed. 3 (EOY) (F)

ENGL 484 LITERARY CRITICISM. The course is a study of the methods of literary scholarship and the history and nature of what has been said about literature. 3 (F,EOY)

ENGL 497 ENGLISH INDEPENDENT STUDY. Students have an opportunity to study independently some aspect of language or literature. The instructor's consent is required. Elective for English majors. 1-4 (F,S)

LING 403 INTRODUCTION TO LINGUISTICS. The class studies the English language as an Indo-European branch related to other ancient and modern languages. Practical usage, structure, syntax, morphology, phonology, and etymology are learned. A research paper is required. 2 (S)

FOREIGN LANGUAGE FRENCH

FREN 101 FRENCH (FIRST SEMESTER). This first semester introduces the student to the language and the culture. It is designed for those who have not previously studied French either in high school or college. Pronunciation, fluency in conversation, and the essentials of grammar are stressed. 3 (F)

FREN 102 FRENCH (SECOND SEMESTER). The second semester continues the building of confidence in oral communication and the foundations of French. Prerequisite: Fren 101 or consent of instructor. 3 (S)

FREN 211 FRENCH (THIRD SEMESTER). The study of the language increases to include reading and composition. The study of the culture continues through the use of contemporary magazines, short stories, and plays. Prerequisite: Fren 102 or consent of instructor. 3 (F)

COURSE DESCRIPTIONS

FREN 212 FRENCH (FOURTH SEMESTER). The emphasis in the fourth semester is on reading, interpretation, and discussion of French literature and culture. 3 (S)

FREN 311 FRENCH (FIFTH SEMESTER). The fifth semester begins with the origins of French literature and the survey method to study literature up to the twentieth century is used. Prerequisite: Fren 212. 3 (F)

FREN 312 FRENCH (SIXTH SEMESTER). Twentieth century literature and culture are the subjects under discussion in the sixth semester. Prerequisite: Fren 212. 3 (S)

SPANISH

SPAN 101 SPANISH (FIRST SEMESTER). The first semester is designed to introduce the language and the culture to the student who has had no previous experience with Spanish. Pronunciation, fluency in conversation, and the essentials of grammar are stressed. 3 (F)

SPAN 102 SPANISH (SECOND SEMESTER). Second semester continues in the study of the basics of Spanish language and culture. Prerequisite: Span 101 or consent of instructor. 3 (S)

SPAN 211 SPANISH (THIRD SEMESTER). Third semester introduces reading and composition. The culture is presented through contemporary short essays and stories. Prerequisite: Span 102 or consent of instructor. 3 (F)

SPAN 212 SPANISH (FOURTH SEMESTER). The emphasis in the fourth semester is on reading, interpretation, and discussion of Spanish literature. 3 (S)

SPAN 311 SPANISH (FIFTH SEMESTER). This semester introduces the student to the origins of Spanish literature in El Cid and carries through the "Siglo de Oro" to the twentieth century. Prerequisite: Span 212. 3 (OD)

SPAN 312 SPANISH (SIXTH SEMESTER). The discussion is of contemporary Spanish and Latin American writers and their influences. Prerequisite: Span 212. 3 (OD)

INDUSTRIAL ARTS

IA 113 TECHNICAL DRAWING. Introductory course in mechanical drawing with emphasis on the selection and use of drawing equipment and on drawing and lettering techniques. Areas of drawing dealt with are: geometric construction, orthographic projections, sections, working drawings, pictorial drawing, perspective, auxiliary drawings, revolutions and developments. No prerequisites. 3 (F)

IA 141 GENERAL METALS I. Forming and joining experiences of low carbon ferrous and non-ferrous metals in dealing with bench, sheet, and art metal work. No prerequisite. 3 (F)

IA 190 GENERAL SHOP. Introduction to basic technical processes including wood and metal working methods and tool handling and safety. Includes practicum for applied processes relative to specific artistic areas. (It is recommended that the course be taken prior to or concurrently with the first course in art, technical theatre, or industrial arts.) 2 (F)

COURSE DESCRIPTIONS

IA 191 WOODWORKING. The care, use, and fundamental operations of common hand and machine woodworking tools, with emphasis on safety. Study of wood technology, construction and design, use of abrasives and glues, and basic methods of woodfinishing. No prerequisite. 3 (F)

IA 305 INDUSTRIAL PLASTICS AND CRAFTS. Design, shaping, forming and fabrication of the important industrial plastics. Work in some of the more important industrial crafts is also included such as leather tooling, copper enameling, and veneering. No prerequisite. 3 (S)

IA 343 WELDING I. Study and application of basic skills and technical information in the area of oxy-acetylene and arc welding. No prerequisite. 2 (F)

IA 392 WOODFINISHING. Preparation of wood, bleaching, staining, filling, and surface finishing with wax, shellac, varnish, lacquer, and paints are studied. Experimentation with many types of finishes and finishing materials. No prerequisite. 2 (S)

IA 406 MACHINE SHOP. Processes on a standard machine lathe such as turning, threading, knurling, boring, and grinding. Hand processes include filing, finishing, sharpening lathe tools, heat treating, forging, and tempering. No prerequisite. 3 (S)

IA 476 SPECIAL PROJECTS. Design to meet the individual backgrounds and needs of students. Hours to be determined in conference with instructor. 1-3 (F, S)

MASS COMMUNICATIONS

MCOM 151 INTRODUCTION TO JOURNALISM I. An elementary study of the objective news story in the time-tested inverted pyramid structure. Practice in interviewing, note-taking, feature and editorial writing, news releases, and radio-TV news copy. Basic headline writing, page layout, and news photography are studied. 2 (F)

MCOM 152 INTRODUCTION TO JOURNALISM II. This course continues MCom 151 by introducing interpretive reporting to background the news without coloring it. Practice in greater in-depth interviewing and reporting. Students help produce DSC student publications. 2 (S)

MCOM 153 JOURNALISM ACTIVITIES. Students are given actual reporting, news and feature writing, editorial and photographic assignments for publication. Students also help design and lay out publications. 1-4 (F, S)

MCOM 317 EDITORIAL DIRECTION AND PROBLEMS OF THE HIGH SCHOOL PAPER. Students actually write, edit, publish, and manage, under the instructor's supervision, a newspaper, with emphasis on supervision: problems of content, choice, public relations implications, legal liabilities, taste, balance between the rights and responsibilities of the press. 3 (OD)
(non-sequential)

MCOM 453 TELEVISION AND FILM ARTS. A survey of the development of television and film. Directing, scripting, and production techniques are discussed. The values of television and film as art, educational and entertainment media are emphasized. 2 (OD)
(non-sequential)

COURSE DESCRIPTIONS

MUSIC

MUS 110 MUSIC FUNDAMENTALS. A study of the rudiments of music and the materials and methods suitable for classroom teachers in the elementary school. Required of all Elementary Education majors. Not intended for music majors or minors. 2 (F,S)

MUS 112 MUSIC THEORY I. A study of the structure of scales, intervals, triads, inversions, and practical application of these concepts. Sight-singing and ear-training including melodic, harmonic, and rhythmic dictation. Includes keyboard assignments. A STUDENT WHO DOES NOT HAVE PRIOR KEYBOARD EXPERIENCE MUST ENROLL CONCURRENTLY IN CLASS PIANO, MUAP 222. 3 (F)

MUS 113 MUSIC THEORY II. Continues Mus 112. Includes chord progression, phrase structure, decorative pitches, secondary seventh chords, and introduction to modulation. Continues sight-singing, ear-training, and keyboard work. Prerequisite: Mus 112. 3 (S)

MUS 212 MUSIC THEORY III. A study of secondary dominants, various types of modulation, and more complex chordal structures. Practical application parallels the study of these concepts. Ear-training uses all types of dictation and sight-singing. Keyboard assignments. Prerequisite: Mus 113. 3 (F)

MUS 213 MUSIC THEORY IV. Continues Mus 212. Includes an introduction to twentieth-century techniques. Prerequisite: Mus 212. 3 (S)

MUS 241 PEDAGOGY (VOICE). A study of the techniques necessary to develop the singing voice and the materials available for class and private voice instruction. Prerequisite: Consent of instructor. 2 (EOY) (S)

MUS 242 PEDAGOGY (STRINGS). 1 (EOY) (F)

MUS 244 PEDAGOGY (BRASS). 1 (EOY) (F)

MUS 245 PEDAGOGY (WOODWINDS I). 1 (EOY) (F)

MUS 245 PEDAGOGY (WOODWINDS II). 1 (EOY) (S)

MUS 246 PEDAGOGY (PERCUSSION). 1 (EOY) (S)

NOTE: The instrumental pedagogy courses are designed to teach the basic principles of tone production and playing techniques for the instruments for each group and to acquaint the student with materials available for class and private instruction. Prerequisite: Mus 113 or consent of instructor.

MUS 311 COUNTERPOINT. Includes analysis of contrapuntal forms such as canons, inventions, fugues, and practical composition in these forms. Prerequisite: Mus 113. 2 (EOY) (S)

MUS 312 FORM AND ANALYSIS. Studies the development of musical form through the analysis of some of the works of the great composers. Prerequisite: Mus 113 or consent of the instructor. 2 (EOY) (F)

COURSE DESCRIPTIONS

MUS 320 MUSIC HISTORY I. (Antiquity-1800). Emphasizes the aural recognition of style and aesthetic characteristics as they changed through the centuries. 2 (EOY) (F)
Prerequisite: Mus 113 or consent of instructor.

MUS 321 MUSIC HISTORY II. (1800-present). A logical continuation of Mus 320, but need not be taken in sequence. Includes study of serial, aleatoric, electronic, and computer music in addition to the standard repertoire since 1800. Prerequisite: Mus 113 or consent of instructor. 2 (EOY) (S)

MUS 330 CONDUCTING. Study of score preparation, basic baton techniques, and the problems involved in directing instrumental and choral groups. Prerequisite: Mus 113 or consent of instructor. 2 (F)

MUS 341 MUSIC IN THE ELEMENTARY SCHOOL. A study of methods and materials used in teaching music in the elementary grades. Examines and evaluates song book series and new instructional materials and techniques. For music majors and minors. Prerequisite: Mus 113. 2 (S)

MUS 418 TECHNIQUES OF ARRANGING. A study of the problems of transposition and other information necessary for arranging for instrumental combination. Prerequisite: Mus 113. 2 (F)

MUS 490 SPECIAL PROJECTS. Special projects may be taken in areas such as Accompanying, Piano Literature and Pedagogy, Piano Ensemble, Musical Analysis, Composition Project, History and Literature of Personal Instrument, Choral Literature and Techniques, Secondary or Elementary Music Education. Approval of division chairperson and instructor needed prior to registration. Credit arranged. 1-3 (F,S)

APPLIED MUSIC

A student who lacks beginning skills should enroll in class voice, class piano, or instrumental pedagogy courses (woodwinds, brass, string, percussion), rather than applied lessons. Contact must be made with the instructor as soon as possible after registration for arranging applied lesson times.

MUAP 101, 103, 201, 203, 301, 303, 401, 403, (Voice)
MUAP 111, 113, 211, 213, 311, 313, 411, 413 (Piano)
MUAP 121, 123, 221, 223, 321, 323, 421, 423 (Woodwinds)
MUAP 131, 133, 231, 233, 331, 333, 431, 433 (Brass)
MUAP 141, 143, 241, 243, 341, 343, 441, 443 (Percussion)
MUAP 151, 153, 251, 253, 351, 353, 451, 453 (Strings)
MUAP 161, 163, 261, 263, 361, 363, 461, 463 (Organ)

A minimum of five hours of practice per week in addition to the lessons is required to earn applied music credit. Registration by consent of the instructor. No student may enroll in more than two applied subjects without permission of the division chairperson.

MUAP 202 CLASS VOICE. Develops basic vocal techniques with attention to the principles of voice production, vowel formation, breathing, articulation, and vocal flexibility. 1 (F)

MUAP 204 CLASS VOICE. Continues MuAp 202 using songs to develop these principles. 1 (S)

COURSE DESCRIPTIONS

MUAP 222 CLASS PIANO. This course is designed for the student who has had little or no piano experience. Develops basic facility in playing the piano. 1 (F)

MUAP 224 CLASS PIANO. A logical continuation of MuAp 222 but need not be taken in sequence. 1 (S)

MUAP 497 SENIOR RECITAL. The senior recital performed in the major applied field climaxes the successful completion of the applied music requirements for the Bachelor of Science degree in music. It is a public demonstration of the development of musical abilities and skills. The recital is required of all majors in music. 0 (F,S)

MUSIC ENSEMBLES

MUEN 200 CHORUS—NO CREDIT. For students who do not desire credit toward graduation. Requirements are the same as MuEn 201. Prerequisite: consent of instructor. (F,S)

MUEN 201 CHORUS. One credit for each semester of participation. Prerequisite: consent of instructor. 1 (F,S)

MUEN 220 BAND—NO CREDIT. For students who do not desire credit toward graduation. (F,S)

MUEN 221 BAND. One credit for each semester of participation. 1 (F,S)

MUEN 330 SMALL VOCAL ENSEMBLES (Dakota State Singers)—NO CREDIT. For students who do not desire credit toward graduation. Requirements are the same as MuEn 331. (F,S)

MUEN 331 SMALL VOCAL ENSEMBLES (Dakota State Singers). Includes study and performance of music for madrigals and other small vocal ensembles. Registration by consent of instructor. 1 (F,S)

MUEN 370 SMALL INSTRUMENTAL ENSEMBLES (Stage Band) —NO CREDIT. For students who do not desire credit toward graduation. Prerequisite: Consent of instructor. (F,S)

MUEN 371 SMALL INSTRUMENTAL ENSEMBLES (Stage Band). One credit for each semester of participation. Prerequisite: Consent of instructor. 1 (F,S)

SPEECH COMMUNICATION

SPCM 100 ORAL COMMUNICATION. THIS COURSE IS A PREREQUISITE TO ALL OTHER COURSES IN SPEECH. The course emphasizes basic oral skills using logical organization and presentation of material. The student will analyze and practice patterns of reasoning and logic in extemporaneous speeches. Critical listening is stressed through self-evaluation and peer critique. Library research techniques are reviewed. 4 (F,S)

GCOM 211 PHONETICS. The International Phonetic Alphabet and its use in developing the student in speech are studied. 3 (OD)
(Non-sequential)

COURSE DESCRIPTIONS

SPCM 235 PARLIAMENTARY PROCEDURE. Students study and practice the principles of correct parliamentary procedure as applied to campus and community problems. 1 (EOY) (F)

SPCM 236 DISCUSSION AND DEBATE. The course explores the theory and practice of discussion and debate techniques and includes logic, evidence, reasoning, and group inter-action. Group dynamics and problem-solving, types of groups, analysis, and case construction are studied in depth. 3 (EOY) (F)

SPCM 255 VOICE AND DICTION. Students study the voice mechanism and individual sound formation and the International Phonetic Alphabet used to represent these sounds. Individual attention is given to improve flexibility, clarity, resonance, and quality of the speaking voice. 2 (F)

SPCM 281-481 SPEECH ACTIVITIES. Basic and advanced credit may be earned by active participation in the forensic program which includes activities such as oral interpretation, extemporaneous speaking, oratory, discussion, and debate. Two hours credit may be earned at each level. 1-4 (F,S)

SPCM 315 PUBLIC SPEAKING. This course gives extended training in the organization and delivery of speeches. The student works with extemporaneous and manuscript delivery and with the structuring of persuasive messages. 2 (EOY) (S)

DCOM 431 INTRODUCTION TO SPEECH CORRECTION. The vocal mechanism, language development, and the most prevalent speech defects with which a classroom teacher is confronted and ways of aiding the student or referring the student for specialized help are studied. 3 (S)

SPCM 440 ORAL INTERPRETATION OF LITERATURE. Students analyze and adapt literature for oral presentation from prose, poetry, and drama. 3 (EOY) (S)

SPCM 470 SPEECH FOR THE TEACHER. This individualized course is designed to develop oral skills of prospective teachers in all areas. Students utilize subject matter from their own areas and practice presentation methods most pertinent to their field. It is recommended to all students in the teacher-education program. 2 (OD) (Non-sequential)

SPCM 476 FORENSICS FOR THE HIGH SCHOOL TEACHER. This course provides the guidelines for developing and coaching a speech program in high school and junior high school. The student considers forensic and declamatory activities, contest rules, and judging in intra-state and inter-state programs. 2 (OD) (Non-sequential)

SPCM 493 SPECIAL PROJECTS. Special projects are designed to meet individual backgrounds and needs. The hours are determined in conference with the instructor whose approval must be obtained before registration. 1-4 (F,S)

THEATRE

THEA 100 INTRODUCTION TO THEATRE. THIS COURSE IS A PREREQUISITE TO ALL OTHER COURSES IN THEATRE. Students are introduced to theatre history, the theories of dramatic production, and the basics of acting, directing, and stagecraft. 2 (S)

COURSE DESCRIPTIONS

THEA 231 ELEMENTARY ACTING. Elementary techniques of stage movement, characterization, and the varied approaches of acting are given. Practical exercises are emphasized. 2 (F)

THEA 241 STAGECRAFT I. This is a survey of the basic elements of theatre. Practical experience in stage lighting, scene design, and the construction and mounting of scenery is given. 2 (F,S)

THEA 242 STAGECRAFT II. Students do advanced work in technical theatre with special emphasis on scene design, lighting design, costuming, and make-up. Prerequisite: Thea 241. 2 (F,S)

THEA 293 DRAMA ACTIVITIES. Credit is earned by active participation in the theatre program. One hour per semester may be earned. 1-4 (F,S)

THEA 331 ADVANCED ACTING. Emphasis is given to developing characters with special consideration to periods and styles of acting. Practical exercises are required. Prerequisite: Thea 231. 2 (EOY) (S)

THEA 351 PLAY DIRECTING. The problems of play selection, casting, blocking, character analysis, and rehearsal schedules are studied. Participation in producing a play is required. Special emphasis is placed on the production of plays in high schools. 3 (S)

THEA 353 CREATIVE DRAMATICS AND ACTIVITIES FOR CHILDREN. Students work with the theory and techniques of informal drama, improvisation, story telling, and dramatic play. This course is especially recommended for teachers of pre-school, Head Start, Day Care, and elementary grades. 2 (S)

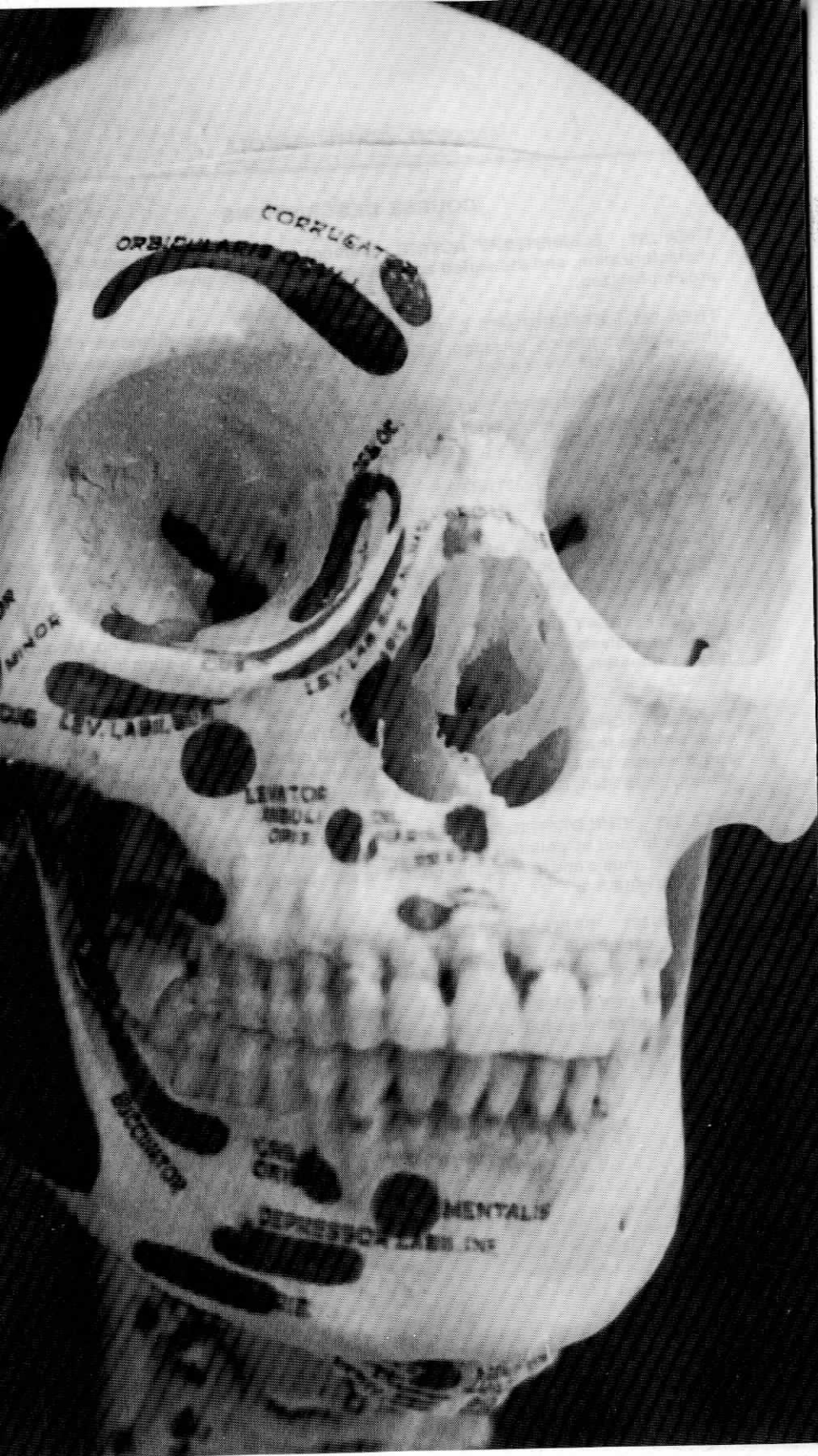
THEA 355 CHILDREN'S THEATRE. Production requirements for plays by adults for children, and by children for children are studied. The emphasis is on materials, stories, art, music and dance. This course is especially recommended for teachers of elementary grades. 2 (F)

THEA 391-392 SPECIAL PROJECTS. Special projects are designed to meet individual backgrounds and needs. Hours are determined in conference with the instructor whose approval must be obtained before registration. 1-4 (F,S)

THEA 429 DEVELOPMENT OF THE THEATRE. The course surveys the periods, theatres, and representative dramatic literature from the dawn of civilization to the present time. 2 (EOY) (F)

ABBREVIATIONS

EOY	Every other year
ETS	Every third semester
F	Fall
OD	On Demand
S	Spring
Su	Summer



Division of Science, Mathematics, and Health Services

The Division is dedicated toward providing the knowledge, skills, and insight needed to live more comfortably and knowledgeably in the fast-moving computerized society of today. The Division also strives to supply the best instruction possible in the areas of mathematics, biological sciences, physical sciences, and health services for those selecting a profession in either teaching or non-teaching which requires extensive knowledge in these areas. In addition, the Division endeavors to meet the needs of students by:

- (1) providing training in the scientific method;
- (2) presenting the basic principles and concepts of science, mathematics, and health services;
- (3) developing an appreciation of the orderliness of the universe;
- (4) indicating the importance of scientific contributions to the modern world;
- (5) emphasizing the cultural values of science and mathematics and their influences on society;
- (6) providing the basic requirements for future teachers;
- (7) providing the basic requirements for pre-professional programs;
- (8) providing the basic requirements for allied health programs.

MAJORS

Biology
Chemistry
Mathematics
Medical Records Administration
Physical Science and Mathematics Composite

MINORS

Biology	Mathematics
Chemistry	Physics

ASSOCIATE OF ARTS (two-year)

Health Services Selected Options
 Medical Transcriptionist
 Medical Receptionist
 General
Medical Record Technology

PRE-PROFESSIONAL PROGRAMS

Baccalaureate Nursing
Chiropractic
Dentistry
Engineering
Forestry
Law
Medicine

Mortuary Science
Optometry
Pharmacy
Physical Therapy
Respiratory Therapy
Veterinary Science

BIOLOGY

Degree: Bachelor of Science or Bachelor of Science in Education
Semester Hours Required: 128
Curriculum Adviser: Dr. Clyde K. Brashier
Telephone: 605-256-3551 ext. 250

Program: Biology includes both zoology and botany courses and a broad spectrum of approaches including cellular biology, environmental biology, structure (morphology), and identification (taxonomy).

Required Professional Courses:

Minor:		
Biol 155, 156	Biological Prin & Lab	4 hours
Biol 157, 158	General Botany & Lab	4 hours
Biol 165, 166	General Zoology & Lab	4 hours
One Course from Group II		3 hours
Biology Electives		6 hours
Total semester hours		21

Major (Teaching):

Biol 155, 156	Biological Prin & Lab	4
Biol 157, 158	General Botany & Lab	4
Biol 165, 166	General Zoology & Lab	4
One course from each of Groups I, II, III, and IV		12-15
Biology Electives		6-9
Total Semester Hours		33

Major (Non-Teaching):

Biol 155, 156	Biological Prin & Lab	4
Biol 157, 158	General Botany & Lab	4
Biol 165, 166	General Zoology & Lab	4
Biol 498	Independent Study-Research	3
One course from each of Groups I, II, III, and IV		12-15
Biology Electives		9-12
Total semester hours		39

Also Required (Teaching):

Math 111	College Math I	3
Chem 112	General Chemistry I	4
Chem 114	General Chemistry II	4
Phys 111, 112	General Physics I & Lab	4
SeEd 312	Special Methods of Teaching Biology	1

Also Required (Non-Teaching):

Math 111	College Math I	3
Math 122	Precalculus Math	5
Chem 112	General Chemistry I	4
Chem 114	General Chemistry II	4
Phys 111, 112	Gen Physics I & Lab	4
Phys 113, 114	Gen Physics II & Lab	4
Chem 226	Organic Chemistry I	4

General Education Requirement:

Biology majors are exempted from the general education requirements in mathematics, biological science, and physical science. Biology minors are exempted from the general education biological science requirements. See general information section.

Typical First-Year Schedule:**First Semester**

Biol 155, 156	Biological Prin & Lab
Chem 112	General Chemistry I
Engl 100	Written Communication
Psyc 101	General Psychology
PE 100	Physical Education

Total semester hours

Second Semester

4	Biol 157, 158	General Botany & Lab or	
4	Bio 165, 166	General Zoology and Lab	4
4	Chem 114	General Chemistry II	4
4	SpCm 100	Oral Communication	4
3	Math 111	College Math I	3
1	PE 100	Physical Education	1
16	Total semester hours		16

Placement Opportunities:

Only larger systems employ full-time biology instructors. Combination math and science teachers were much more in demand.

Employment opportunities for life scientists are expected to be good for those with advanced degrees through the mid-1980's, but those with lesser degrees may experience competition for available jobs. However, a degree in life science is also useful for entry into occupations related to life science such as research assistant, laboratory technologist, and the health care occupations.

Advanced Education Opportunities:

Biology majors are fully prepared to enter graduate school in any of the biological sciences. Furthermore, a biology major or minor is excellent preparation for any of the health-related professional schools, i.e., medicine, dentistry, veterinary science, etc. See section on pre-professional programs. It is also good preparation for graduate work in psychology or sociology.

Note:**Group I Cellular Biology**

Biol 271	Genetics
Biol 331, 332	Microbiology & Lab
Biol 341, 342	Cytology & Lab

Group IV Taxonomy

Biol 263, 264	Ornithology & Lab
Biol 361, 362	Systematic Botany & Lab
Biol 365, 366	Vertebrate Zoology & Lab

Group II Environmental Biology

Biol 111, 112	Environmental Ed and Lab
Biol 211, 212	Conservation Prin & Lab
Biol 213, 214	Ecology & Lab

Group V Other Courses in Biology

Biol 498	Independent Study
HSC 132	Medical Terminology

Group III Morphology

Biol 323, 324	Human Anatomy and Physiology and Lab
Biol 351, 352	Plant Morphology & Lab
Biol 483, 484	Embryology & Lab

CHEMISTRY**Degree:**

Bachelor of Science or Bachelor of Science in Education

Curriculum Adviser: Mr. Richard Hinkley**Semester Hours Required:** 128**Telephone:** 605-256-3551 ext. 283**Program:**

The Chemistry program covers preparation in all of the traditional areas of chemistry including general or inorganic chemistry, organic chemistry, analytical

chemistry, physical chemistry, and bio-chemistry. A non-teaching degree can be obtained which qualifies the student to enter the job market directly or to pursue further study in chemistry or a variety of health related professions. A teaching degree which qualifies the student to teach in high schools can also be obtained.

Required Professional Courses:

Minor:

Chem 112	General Chemistry I	4 hours
Chem 114	General Chemistry II	4 hours
Chem 226	Organic Chemistry I	4 hours
Chemistry Electives to be selected from Chem 228, 332, 310, 342		8 hours
Total semester hours		20 hours

Major: (non-teaching or teaching)

Chem 112	General Chemistry I	4 hours
Chem 114	General Chemistry II	4 hours
Chem 226	Organic Chemistry I	4 hours
Chem 228	Organic Chemistry II	4 hours
Chem 310	CBA or CHEM Study	4 hours
Chem 332	Analytical Chemistry	4 hours
Chem 342	Physical Chemistry I	4 hours

*Electives to be selected from additional Chemistry courses or

**Physics and Mathematics courses not used to complete minors in these areas:

	8 hours
Total semester hours	36 hours

Also Required:

Phys 111, 112	General Physics I & Lab	4 hours
Phys 113, 114	General Physics II & Lab	4 hours
***Math		8-16 hours
**SeEd 325	Special Methods of Teaching Physical Science in Secondary Schools	1 hour

*Non-teaching majors

**Teaching majors

***The beginning level of mathematics will depend upon the strengths of the student's mathematical background. However, all chemistry majors must complete Math 224, Calculus II.

Typical First-Year Schedule:

First Semester

Chem 112	General Chemistry I	4
Math 122	Precalculus Mathematics	5
Engl 100	Written Communication	4
Psyc 101	General Psychology	3
PE 100	Physical Education	1

Total semester hours

17

Second Semester

Chem 114	General Chemistry II	4
Math 123	Calculus I with Analytic Geometry	4
SpCm 100	Oral Communication	4
Soc	Sociology Requirement	3
PE 100	Physical Education	1

Total semester hours

16

General Education Requirements:

Chemistry majors are exempted from the general education requirements in physical science and mathematics. Chemistry minors are exempted from the general education physical science requirement. The general education requirements are found in the general information section.

Placement Opportunities:

Employment opportunities in chemistry are expected to be good for graduates at all degree levels through the mid-1980's.

Approximately three-fourths of total employment is expected to be in private industry to develop new products. Industrial companies and government agencies will need chemists to help solve problems related to energy shortages, pollution control, and health care.

Advanced Education Opportunities:

A degree in chemistry qualifies the student to pursue masters or doctoral level graduate work in chemistry. Furthermore, a minor or major in chemistry is an excellent background for pursuing work in one of the health-related professions, i.e., medicine, dentistry, optometry, veterinary science, etc. See section on pre-professional programs.

Note:

Other courses in chemistry which may be used to meet elective requirements are:

Chem 344	Physical Chemistry II	4 hours
Chem 460	Introduction to Bio-Chemistry	4 hours
Chem 491	Independent Study	1-4 hours

MATHEMATICS**Degree:****Semester Hours Required:** 128

Bachelor of Science or Bachelor of Science in Education

Curriculum Adviser: Dr. David Moxness**Telephone:** 605-256-3551 ext. 210**Program:**

The mathematics program includes foundation work in the main branches of mathematics, analysis, algebra, geometry, and statistics. Course work in the computer area is also available.

Required Professional Courses:**Minor:**

Math 122	Precalculus Mathematics	5 hours
Math 123	Calculus I with Analytic Geometry	4 hours
Math 224	Calculus II	4 hours
Electives (Mathematics) to be chosen from courses numbered 225 or higher, excluding 341, 342, and 343		6 hours
Total semester hours		*19 hours

Major:

Math 122	Precalculus Mathematics	5 hours
Math 123	Calculus I with Analytic Geometry	4 hours
Math 224	Calculus II	4 hours
Math 225	Intermediate Calculus	3 hours
Math 313	Modern Algebra	3 hours
Electives (Mathematics) to be chosen from courses numbered above 225, excluding 341, 342, and 343		11 hours
Total semester hours		*30 hours

*Majors and minors who are able to begin with Math 123 must take five additional elective hours.

General Education Requirements:

Mathematics majors and minors are exempted from the mathematics general education requirement. The general education requirements are found in the general information section.

Typical First-Year Schedule:**First Semester**

Math 122	Precalculus Mathematics	5
Engl 100	Written Communication	4
	Course in Minor	3-4
Psyc 100	General Psychology	3
PE 100	Physical Education	1
Total semester hours		16 or 17

Second Semester

Math 123	Calculus I with Analytic	4
	Geometry	4
SpCm 100	Oral Communication	3-4
	Course in Minor	3
Soc	Sociology Requirement	1
PE 100	Physical Education	1
Total semester hours		15 or 16

Placement Opportunities:

All mathematics teaching graduates were placed. Indications point to a continued demand for these teachers.

Graduates with degrees in mathematics should be able to find jobs in various fields. The education necessary for a degree in mathematics provides a good background for other jobs that rely heavily on the application of mathematical theories and methods. Areas where opportunities exist are: statistics, actuarial work, computer programming, systems analysis, economics, engineering, and physical and life sciences. Employment opportunities in these fields are likely to be best for those who combine a major in mathematics with a minor in one of these subjects. However, persons seeking employment as mathematicians *per se* in non-teaching positions are expected to face keen competition for some time into the future.

Advanced Educational Opportunities:

The mathematics program prepares students for graduate work in various fields, including the teaching of mathematics. When mathematics is elected as a minor or second major by a student interested in business, industry, or government, the individual's prospects for employment or for successful graduate work in these areas are enhanced.

MEDICAL RECORD ADMINISTRATION

Degree: Bachelor of Science
Curriculum Adviser: Lora DeWald, A.R.T.

Semester Hours Required: 128
Telephone: 605-256-3551 ext. 263

Program:

The medical record administration program has been designed to prepare students for health record management positions throughout the health care industry. The graduates of this program will: be supervisors of health record departments in hospitals, clinics, and other health care facilities; plan, develop, and analyze health record systems; assist the medical staff in evaluation of health care; engage in basic and applied research in health care; act as a consultant to personnel in health records in every area of the health care or health related organization.

Required Professional Courses:

HSC 130	Medical Terminology	2 hours
HSC 141	Primary Core of the Health Services	4 hours
HSC 150	Intro to Medical Record Field	3 hours
HSC 132	Medical Transcription	3 hours

HSC 131	Advanced Medical Terminology	2 hours
HSC 250	Intro to Coding and Health Statistics	3 hours
Biol 323, 324	Human Anatomy and Physiology and Lab	4 hours
HSC 350	Organization & Administration of Medical Records	3 hours
B Ad 325	Fundamentals of Data Processing	3 hours
HSC 352	Allied Health Internship - Seminar	4 hours
HSC 485	Allied Health Internship - Directed Practice	11 hours
HSC 360	Pathophysiology	3 hours
B Ad 320	Introduction to Business Statistics	3 hours
B Ad 362	Management of Personnel	3 hours
B Ad 265	Organizational Behavior in Business	3 hours
PolS 202	American Government: National	3 hours
PolS 320	Intro to Public Administration	3 hours
Hlth 210	Community Health	2 hours
Math 171	Intro to Computer Programming (FORTRAN)	3 hours
HSC 450	Management of Health Record Department	3 hours
HSC 443	Public Health and Health Care Delivery	3 hours
HSC 460	Medical Law	2 hours
Total semester hours		73

Elective Professional Courses:

Twelve hours of electives are required. Students should check with their adviser for recommended courses.

General Education Requirements:

Forty-three hours of general education are required. General education requirements are found in the general information section.

Typical First-Year Schedule:**First Semester**

HSC 130	Medical Terminology	2 hours
HSC 141	Primary Core for Health Services	3 hours
	Primary Core for Health Services Lab	1 hour
HSC 150	Introduction to the Medical Record Field	2 hours
	Introduction to the Medical Record Field Lab	1 hour
SpCm 100		
or	Communication Requirement	
Eng 100		4 hours
Soc 100		
or	Behavioral Science Requirement	
Psyc 101		3 hours
		16 hours

Second Semester

HSC 131	Advanced Medical Terminology	2 hours
HSC 250	Intro to Coding and Health Statistics	2 hours
	Intro to Coding and Health Statistics Lab	1 hour
Biol 323	Human Anatomy and Physiology	3 hours
Biol 324	Human Anatomy and Physiology Lab	1 hour
HSC 132	Medical Transcription	3 hours
Math	Mathematics Requirement	3 hours
	Elective	1 hour
		16 hours

Placement Opportunities:

This program prepares individuals for employment in management and supervisory positions in every area of health records administration. Employment opportunities are expected to increase in order to meet the rising demands of the profession. Health record professionals will have employment potential in every aspect of the health care industry as well as insurance companies and private, state, and federal planning agencies.

Advanced Educational Opportunities:

The college cannot apply for accreditation of the program until there are junior and senior students enrolled. When the program has senior students enrolled the college will apply to the American Medical Association Committee on Allied Health Education and Accreditation for accreditation of the program. After accreditation, the graduates will be eligible to write the registration examination administered by the American Medical Record Association for the designation of Registered Record Administration (RRA).

Graduates of this program are encouraged to continue their education by entering Master's programs in Business Administration, Health Care Administration, or Allied Health Sciences Education.

PHYSICS AND PHYSICAL SCIENCE**Degree:**

Bachelor of Science or Bachelor of Science in Education

Semester Hours Required: 128

Curriculum Adviser: Richard Hinkley

Telephone: 605-256-3551 ext. 283

Program:

The physics program covers preparation in most of the traditional areas of physics including mechanics, heat, light, sound, electricity, and relativity. A general physics course is offered requiring no calculus and also a general (intermediate) physics that does require a calculus background. An advanced course in modern physics and a PSSC (Physical Science Study Committee) physics curriculum course for potential secondary teachers are also offered. Dakota State College offers a special physical science and mathematics composite program, which gives the high school teacher a broader background than the specialized chemistry and math would give them, helping them to meet the curriculum needs of the smaller secondary schools.

Required Professional Courses:**Physics Minor:**

Phys 111, 112	General Physics I & Lab	4 hours
Phys 113, 114	General Physics II & Lab	4 hours
Phys 211, 212	Intermediate Physics I & Lab	4 hours
Phys 213, 214	Intermediate Physics II & Lab	4 hours
Phys 335	Modern Physics	4 hours
Total semester hours		20 hours

Physical Science and Mathematics Composite Major:

Math 111	College Mathematics I	3 hours
Math 122	Precalculus Mathematics	5 hours
Math 123	Calculus I with Analytic Geometry	4 hours
Math 224	Calculus II	4 hours
	Electives (Mathematics)	4 hours
Chem 112	General Chemistry I	4 hours
Chem 114	General Chemistry II	4 hours
Chem 226	Organic Chemistry I	4 hours
	Electives (Chemistry)	4 hours

Phys 111, 112	General Physics I & Lab	4 hours
Phys 113, 114	General Physics II & Lab	4 hours
Phys 335	Modern Physics	4 hours
	Electives (Physics)	3 hours
	Total semester hours	51 hours

General Education Requirements:

Physics minors are exempted from the physical science general education requirement. Physical Science and Mathematics composite majors are exempted from the physical science and mathematics general education requirements.

Typical First-Year Schedule:**First Semester**

Math 122	Precalculus Mathematics	5
Phys 111, 112	General Physics I & Lab	4
Engl 100	Written Communication	4
Psyc 101	General Psychology	3
	Total semester hours	16

Second Semester

Math 123	Calculus I with Analytic Geometry	4
Phys 113, 114	General Physics II & Lab	4
SpCm 100	Oral Communication	4
Soc	Sociology Requirement	3
PE 100	Physical Education	1
	Total semester hours	16

Placement Opportunities:

Science teachers were very much in demand this year. Projections are for continued demand in this area. Science teachers certified to teach mathematics also are having little difficulty in finding positions.

Advanced Education Opportunities:

The physics courses available at DSC are designed for teacher preparation and as support for biology and/or chemistry majors. The physics program was not intended to prepare a student to become a professional physicist or to pursue graduate work in physics, but students with a physics minor are well prepared for graduate work in education. The physics courses are also planned to meet the requirements for certain pre-professional programs.

HEALTH SERVICES — (SELECTED OPTIONS)

Degree: Associate of Arts

Curriculum Adviser: Lora A. DeWald, A.R.T.

Semester Hours Required: 65-68

Telephone: 605-256-3551 ext. 263

Program:

This program with its three options has been designed to provide students a background in health services in order to obtain service positions in all areas of the health care industry including clinics, hospitals, laboratories, research libraries, insurance companies, and state and federal agencies. Each of the options has the flexibility of being a terminal program or the first two years of a four year degree.

Required Professional Courses**Health Services - All Options:**

HSC 130	Medical Terminology	2 hours
HSC 141	Primary Core Health Services	4 hours
HSC 150	Introduction to Medical Record Field	3 hours
Biol 323	Human Anatomy and Physiology	3 hours
Biol 324	Human Anatomy and Physiology Lab	1 hour
HSC 485	Allied Health Internship - Directed Practice	4 hours
	Total semester hours	17 hours

Health Services - Medical Transcriptionist:

Core requirements (listed above)	17 hours
HSC 131 Advanced Medical Terminology	2 hours
HSC 132 Medical Transcription	3 hours
HSC 232 Medical Transcription II	3 hours
HSC 460 Medical Law	2 hours
HSC 360 Pathophysiology	3 hours
HSC 250 Intro to Coding Statistics	3 hours
O Ed 112 Advanced Typewriting	3 hours
O Ed 332 Secretarial Machines	2 hours
Total semester hours	38 hours

Elective Professional Courses:

Area of:	Social Science	3 hours
	Education—PE—Behavioral Science	6 hours
	Humanities	4 hours
	General	2 hours
Total semester hours		53 hours

Health Services - Medical Receptionist:

Core requirements (listed above)	17 hours
Actg 210 Principles of Accounting I	3 hours
BAd 180 Introduction to Business	3 hours
BAd 315 Credit & Collection	3 hours
BAd 334 Current Health Insurance Programs	2 hours
OEd 242 Office Practice	3 hours
OEd 251 Records Management	2 hours
OEd 338 Insurance Claims Processing & Problems	3 hours
Soc 330 Basic Human Communication Skills	3 hours
HSC 460 Medical Law	2 hours
Total semester hours	41 hours

Elective Professional Courses:

Area of:	Education - PE, Behavioral Science	4 hours
	Humanities	5 hours
Total semester hours		50 hours

Health Services - General

Core requirements (listed above)	17 hours
HSC 460 Medical Law	2 hours
HSC 443 Public Health and Health Care Delivery	3 hours
Total semester hours	22 hours

Elective Professional Courses:

Area of:	Education, PE, Behavioral Science	6 hours
	Business, Industry, and Public Administration	12 hours
	Humanities	7 hours
	Science, Mathematics and Health Services	3 hours
	General	3 hours
Total semester hours		53 hours

General Education Requirements:

Math	Mathematics Requirement	3 hours
Soc 100 or		
Psyc 101	Behavioral Science Requirement	3 hours
SpCm 100	Oral Communications	4 hours
Engl 100	Written Communications	4 hours
PE 100	Physical Education	1 hour
	Total semester hours	15 hours

HEALTH SERVICES (SELECTED OPTIONS)**Typical First Year Schedule****Health Services - Medical Transcription****First Semester**

HSC 130	Medical Terminology	2
Math	Mathematics Requirement	3
HSC 141	Primary Core for the Health Services	4
HSC 150	Intro to Med. Record Field	3
SpCm 100	Oral Communications	4
PE 100	Physical Education	1
	Total semester hours	17

Second Semester

HSC 132	Medical Transcription	3
Biol 323, 324	Human Anatomy and Physiology & Lab	4
HSC 250	Intro to Coding & Statistics	3
HSC 131	Advanced Medical Terminology	2
HSC 460	Medical Law	2
Electives		4
	Total semester hours	18

Health Services - Medical Receptionist**First Semester**

HSC 130	Medical Terminology	2
Math	Mathematics Requirement	3
HSC 141	Primary Core for the Health Services	4
HSC 150	Intro to Medical Record Field	3
SpCm 100	Oral Communications	4
PE 100	Physical Education	1
	Total semester hours	17

Second Semester

O Ed 242	Office Practice	3
Biol 323, 324	Human Anatomy and Physiology & Lab	4
B Ad 315	Credit and Collection	3
O Ed 251	Records Management	2
HSC 460	Medical Law	2
Soc 330	Basic Human Comm. Skills	3
	Total semester hours	17

Health Services - General**First Semester**

HSC 130	Medical Terminology	2
Math	Mathematics Requirement	3
HSC 141	Primary Core for the Health Services	4
HSC 150	Intro to Medical Record Field	3
SpCm 100	Oral Communications	4
PE 100	Physical Education	1
	Total semester hours	17

Second Semester

HSC 460	Medical Law	2
Soc 100		
or		
Psyc 101	Behavioral Sc. Require.	3
Biol 323, 324	Human Anatomy and Physiology & Lab	4
Electives		9
	Total semester hours	18

Placement Opportunities:

Medical and health services is the fastest growing major industry group in services. Employment in all health services areas is expected to grow very rapidly through the mid 1980's.

Medical Record transcriptionists will be able to obtain jobs in public health agencies, hospitals, medical schools, laboratories, industrial plants, and volunteer organizations.

Medical receptionists will be in a position to perform reception duties in medical clinics, hospitals, home health agencies, veterinary clinics, private clinics, research institutions and various governmental agencies. Students with this degree would be equipped to manage small private clinics.

The AA degree in health services has been designed to allow persons with prior experience to expand their career and education opportunities. Every student who had a concentration of study in a field prior to completing the program could return to the field and function in an administrative capacity. Students can also be employed in clinic management, assistant administrative positions, state and federal health care and Health Systems agencies.

Advanced Education Opportunities:

Students with this degree will be able to expand it into a four year degree in Medical Record Administration, Secretarial and Office Administration, Business Administration or Health Service Administration.

MEDICAL RECORD TECHNICIAN PROGRAM

Degree: Associate of Arts

Curriculum Adviser: Lora DeWald, ART
Assistant Director

Semester Hours Required: 64
Telephone: 605-256-3551 ext. 263

Program:

An A.R.T. (Accredited Record Technician) is comparable to yesterday's Registered Record Administrator (R.R.A.). A.R.T.'s are performing the technical duties which are vital to the operation of a medical record department in any health care facility. Some of the many duties include: coding, preparing statistical reports, maintaining indexes and registers, preparing daily discharge analysis and hospital census, filing, supervision and orientation of new employees, attending committee meetings and preparing charts for same, assisting the medical and administrative staff, and general organization and supervision of the medical record department.

Required Professional Courses:

B Ad 325	Fundamentals of Data Processing	3 hours
Biol 323	Anatomy and Physiology	3 hours
Biol 324	Anatomy and Physiology Lab	1 hour
HSC 130	Medical Terminology	2 hours
HSC 131	Advanced Medical Terminology	2 hours
HSC 132	Medical Transcription	3 hours
HSC 141	Primary Core for the Health Services	4 hours
HSC 150	Introduction to the Medical Record Field	3 hours
HSC 250	Introduction to Coding and Health Statistics	3 hours
HSC 350	Organization and Admin. of Medical Records	3 hours
HSC 352	Allied Health Internship-Seminar	4 hours
HSC 360	Pathophysiology	3 hours
HSC 485	Allied Health Internship-Directed Practice	11 hours
LibM 403	Introduction to Medical Library Admin	1 hour
Total semester hours		46 hours

Elective Professional Courses:

Students should check with the medical record staff for recommended courses for electives.

General Education Requirements:

Eng 100 or		
SpCm 100	Communication Requirement	4 hours
Math	Mathematics General Education Requirement	3 hours
Psyc 101 or		
Soc 150	Behavioral Science Requirement	3 hours

MEDICAL RECORD TECHNICIAN PROGRAM**Typical First-Year Schedule:****First Semester**

HSC 130	Medical Terminology	2
HSC 141	Primary Core for the Health Services	4
SpCm 100 or		
Engl 100	Communication Require.	4
HSC 150	Introduction to the Medical Record Field	3
Soc 100 or		
Psyc 101	Behavioral Science Requirement	3
		<u>3</u>
Total semester hours		16

Second Semester

HSC 131	Adv. Medical Terminology	2
HSC 132	Medical Transcription	3
Biol 323	Anatomy & Physiology	3
Biol 324	Anatomy & Physiology Lab	1
HSC 250	Introduction to Coding and Health Statistics	3
	Math Mathematics Requirement	3
	Elective	1
		<u>16</u>
Total semester hours		16

Placement Opportunities:

This program prepares the individual for employment in the medical record departments of hospitals, skilled nursing facilities, clinics, public health departments, and insurance companies.

Employment of medical record technicians and clerks is expected to grow much faster than the average for all occupations through the mid-1980's. This employment growth will stem from a continued increase in the use of health insurance, Medicaid, and Medicare, which will result in the need for more complete medical records. New jobs will also be created in nursing homes, clinics and other types of Health care facilities.

Advanced Education Opportunities:

The MRT Program is accredited by the AMA Committee on Allied Health Education and accreditation, in collaboration with the American Medical Association. The accreditation enables the graduates from the program to write the National Accreditation Exam, provided by the American Medical Record Association, and upon passing this exam they may use the initials, A.R.T. (Accredited Record Technician) after their name.

Graduates of a medical record technician program can continue their education and with a four-year degree from an approved program and successful completion of the National Registration Examination become R.R.A.'s (Registered Record Administrators). Some R.R.A.'s move on into hospital administration.

Note:

During the course of the two-year Medical Record Technician Program, the students will each be required to fulfill 11 credit hours of directed practice at JCAH accredited and approved hospitals and nursing homes throughout the state. Each student will spend time at a small, medium, and large hospital as part of their directed practice requirement. A nursing Home practicum may be substituted for a medium size hospital.

PRE-PROFESSIONAL PROGRAMS

Curriculum Adviser: Dr. Vincent A. Hall

Telephone: 605-256-3551 ext. 281

Program:

Pre-professional programs include several one to four year curricula of arts and science classes required for entry into a professional school—i.e., pharmacy, medicine, dentistry, optometry, physical therapy, respiratory therapy, baccalaureate nursing, veterinary science, chiropractic, mortuary science, engineering, forestry, and law. DSC offers these pre-professional curricula in a friendly, small college atmosphere with the advantages of modern, colorful laboratory facilities, excellent instruction, and smaller classes with widely available academic help outside the classroom.

Required Professional Courses:

The specific courses required depend both on the professional area of interest and on the specific requirements of the school to which entry is sought. The following table will serve as a general guide. However, the listing of courses is not complete for all pre-professional curricula nor are the requirements listed necessarily those of all the professional schools in a particular area. For instance, calculus is required for entry into many, but not all, professional schools of optometry.

Typical First-Year Schedule:

First Semester		Second Semester	
*HSC 141 Primary Core for the Health Service or	4	Biol 165, 166 General Zoology & Lab	4
**Biol 155, 156 Biological Principles		Chem 114 General Chemistry II	4
Chem 112 General Chemistry I	4	SpCm 100 Oral Communication	4
Engl 100 Written Communication	4	Soc 100 Prin of Sociology or	
Psyc 101 General Psychology	3	Soc 150 Social Problems	3
Total semester hours	15	Total semester hours	15

*Pharmacy, physical therapy, respiratory therapy, baccalaureate nursing

**Medicine, dentistry, veterinary science

Optometry students should take mathematics in place of psychology and sociology. Engineering students should take mathematics and physics in place of HSC 141 or Biol 155, 156, Biol 165, 166, Psyc 101, and Soc 100 or 150.

General Education Requirements:

The requirement for these courses must be met only if the student is working toward a baccalaureate degree at Dakota State College before entering the professional school.

Placement Opportunities:

Career opportunities among any of the associated health professions, particularly in rural states like South Dakota, are excellent. Salary ranges tend to be higher than for other careers requiring an equal amount of education.

Advanced Education Opportunities:

Some of the professional schools, particularly veterinary science, optometry, and physical therapy are difficult to enter—competition for a limited number of places is keen. Students' grades in basic science courses, meeting of all pre-professional requirements, overall GPA, and frequently performance on a nationwide aptitude test will be prime factors considered for admission.

Note:

Students interested in a pre-professional program should write to the professional association and the professional schools being considered for specific requirements. (Addresses are available from the curriculum adviser.)

COURSE DESCRIPTIONS

BIOLOGY

BIOL 101, 102 GENERAL BIOLOGY. This is a general survey course. Emphasizes the role of biology in our modern society and the interrelationship of biological concepts. It cannot be used to fulfill requirements for a concentration, minor, or major in biology. In the general biology laboratory an opportunity is given to investigate and observe biological phenomena and become familiar with biological techniques and equipment. Three one-hour lectures and one two-hour laboratory each week.

4 (F,S)

BIOL 111, 112 ENVIRONMENTAL EDUCATION. This activity-oriented methods course will prepare teachers to include environmental education in their classes. Emphasis is on the process; thus the student will be able to use not only the units in the course, but will also be able to apply the process to any other environmental education units available. Three one-hour lectures and one two-hour laboratory weekly.

4 (S,EOY)

BIOL 155, 156 BIOLOGICAL PRINCIPLES. A study of the principles that are common to most plants and animals. An understanding of these is basic to all the other courses in a biology major, minor, or concentration. Three one-hour lectures and one three-hour laboratory weekly.

4 (F)

BIOL 157, 158 GENERAL BOTANY. This course includes the study of plant organs; mainly the root, stem, leaf, and flower. Also included is a survey of the plant kingdom, including the bacteria, algae, fungi, mosses, ferns, club mosses, conifers, and flowering plants, with the emphasis on their life cycles. Two one-hour lectures and two two-hour laboratories weekly.

4 (S)

BIOL 165, 166 GENERAL ZOOLOGY. This course is divided into two approximately equal parts. One deals with the organ systems of the various organisms of the animal kingdom. The second part is a survey of the animal kingdom including their structure, function, life cycles, and taxonomy. In the laboratory one will study and dissect representative organisms of the major phyla. Three one-hour lectures and one three-hour laboratory each week.

4 (S)

BIOL 211, 212 CONSERVATION PRINCIPLES. The study of natural resources, their problems and wise use. Emphasis is placed on wildlife, soil, water, and environmental quality. Two one-hour lectures and one three-hour laboratory weekly.

3 (F,EOY)

BIOL 213, 214 ECOLOGY. A study of the major factors of the environment including the median, the soil, temperature, water, light, fire, atmosphere, and biotic factors. It also emphasizes the study of populations, communities, and the ecosystem. Two one-hour lectures and one three-hour laboratory each week. Recommended: Biol 155, or 157, or 165.

3 (F,EOY)

BIOL 263, 264 ORNITHOLOGY. Topics dealing with special characteristics of birds including: flight, behavior, song, territoriality, courtship and mating habits, nests, eggs care and development of the young, incubation, bird populations, migration, and economic aspects of bird life. The laboratory emphasizes the identification of prepared specimens and identification of South Dakota birds in the field. Two one-hour lectures and one three-hour laboratory each week. Prerequisite: Permission of instructor.

3 (S,EOY)

BIOL 271 GENETICS. Teaches principles of inheritance in animals and plants. Three one-hour lectures weekly. Prerequisite: Biology 155.

3 (F,EOY)

COURSE DESCRIPTIONS

BIOL 323, 324 HUMAN ANATOMY AND PHYSIOLOGY. The study of body structure and function. All the systems of the body are covered. The interrelationships within and among the systems are discussed. Three one-hour lectures and one three-hour laboratory weekly. It is recommended that one of the following courses be taken before this course: Biol 101, Biol 155, Biol 165, HSC 141, HSC 130. 4 (F,S)

BIOL 331, 332 MICROBIOLOGY. Prokaryotic and eukaryotic microorganisms will be studied with emphasis on bacteria. Structure, metabolism, diseases, disease prevention and cure, and industrial and ecological microbiology will be the major topics included. Three one-hour lectures and three-hours of laboratory per week. 4 (S,EOY)

BIOL 341, 342 CYTOLOGY. The role of the cell and cellular development of both plants and animals is stressed in this course. Two one-hour lectures and one three-hour laboratory each week. Prerequisite: Biology 155, 156 or consent of the instructor. 3 (S,EOY)

BIOL 351, 352 PLANT MORPHOLOGY. A study of the plant kingdom with emphasis on structure development and evolution of structures. Prerequisites: Biol 157, 158. 3 (OD)

BIOL 361, 362 SYSTEMATIC BOTANY. Identification and classification of plants in field and laboratory. Two one-hour lectures and two two-hour laboratories each week. Prerequisite: Biology 157, 158. 4 (OD)

BIOL 365, 366 VERTEBRATE ZOOLOGY. A survey of fish, amphibians, reptiles, and mammals; their anatomy, physiology, and taxonomy. The emphasis will be placed on an ecological approach to the various vertebrates and their environment. In the laboratory the identification of South Dakota species will be emphasized. Two one-hour lectures and one three-hour laboratory weekly. Recommended: Biology 165 and 166. 3 (F, EOY)

BIOL 483, 484 EMBRYOLOGY. A study of the development of cells, tissues, organs, and organ systems in the frog and chick. Two one-hour lectures and one three-hour laboratory each week. Recommended: Biol 165, 166. 3 (S,EOY)

BIOL 498 INDEPENDENT STUDY. Gives students the opportunity to design, organize, and conduct an investigation in biology. The investigation may comprise laboratory or library research. The student is required to outline a project and carry it to completion. It is intended primarily for biology majors, but may be taken by others with instructor's consent. Rules and regulations are available from biology instructors. Proposals must be completed and submitted at least two weeks before the semester in which the student is enrolled. Prerequisite: Permission of instructor. 1-4 (OD)

CHEMISTRY

CHEM 112 GENERAL CHEMISTRY I. This course is an introduction to atomic structure, periodicity, fundamental inorganic nomenclature, inorganic reactions, bonding, gravimetric and volumetric calculations, gas laws, solutions, and ionization concepts. Three one-hour lectures and one three-hour laboratory weekly. 4 (F)

COURSE DESCRIPTIONS

CHEM 114 GENERAL CHEMISTRY II. A continuation of the fundamental concepts of chemistry with laboratory emphasis on inorganic preparations. Three one-hour lectures and one three-hour laboratory each week. Prerequisite: Chem 112. 4(S)

CHEM 120 CARBON CHEMISTRY FOR THE SECONDARY CORE IN HEALTH SERVICES. This course is oriented toward students who plan careers in certain areas of the health service professions. It will include an introduction to organic chemistry and biochemistry as related to the health professions. Prerequisite: Chem 112 or permission of instructor. 4(OD)

CHEM 226 ORGANIC CHEMISTRY I. An introduction to the structure, physical and chemical properties of simple organic compounds. The laboratory emphasis is on general technique and preparations. Three one-hour lectures and one three-hour laboratory each week. Prerequisite: Chem 114. 4(F)

CHEM 228 ORGANIC CHEMISTRY II. A continuation of Chem 226 with polyfunctional and heterocyclic compounds. The laboratory emphasis is on qualitative identification of organic compounds. Three one-hour lectures and one three-hour laboratory each week. Prerequisite: Chem 226. 4(S)

CHEM 310 CBA AND CHEM STUDY. A detailed lecture series and laboratory examination of the modern CHEM study and CBA approaches to teaching chemistry in secondary schools. Three one-hour lectures and one three-hour laboratory each week. Prerequisite: Four semesters of chemistry and/or permission of instructor. 4(F, EOY)

CHEM 332 ANALYTICAL CHEMISTRY. An introduction to volumetric and gravimetric techniques of quantitative analysis. In the laboratory the student learns to perform gravimetric, volumetric and instrumental analyses. Two one-hour lectures and two three-hour laboratories weekly. Prerequisite: Chem 114. 4(S, EOY)

CHEM 342 PHYSICAL CHEMISTRY I. Introduction to the properties of various states, thermodynamics, electrochemistry, and solution equilibria. Three one-hour lectures and one three-hour laboratory weekly. Prerequisite: Math 224. 4(F, EOY)

CHEM 344 PHYSICAL CHEMISTRY II. Introduction to chemical kinetics, quantum mechanics, and nuclear chemistry. Three one-hour lectures and one three-hour laboratory weekly. Prerequisite: Chem 342. 4(OD)

CHEM 460 INTRODUCTION TO BIOCHEMISTRY. Introduction to the chemistry of biological processes in living organisms. Three one-hour lectures and one three-hour laboratory weekly. Prerequisite: Chem 228 or permission of instructor. 4(F, EOY)

CHEM 491 INDEPENDENT STUDY. Students will be assigned special problems in laboratory practice and literature study in various fields of modern chemistry. Discussion periods, oral reports in seminar setting, and written reports may all be included. Permission of the instructor is required. 1-4(OD)

HEALTH SCIENCE

HSC 130 MEDICAL TERMINOLOGY. An introduction to medical terms. Includes a study of root words, prefixes, suffixes, basic fundamentals of terminology, abbreviations, combining forms, compound words with emphasis on proper spelling and usage. 2(F)

COURSE DESCRIPTIONS

HSC 131 ADVANCED MEDICAL TERMINOLOGY. Advanced study of medical terms including the study of medical terms of the systems of the human body with pronunciation and repetition of terms. Further use of the dictionaries. Prerequisite: HSC 130. 2 (S)

HSC 132 MEDICAL TRANSCRIPTION. Introduction to different dictating systems and machines. Typing (transcribing) of medical and surgical reports from prepared cassettes. Use of dictionaries, surgical syllabus, PHYSICIAN'S DESK REFERENCE and other reference books. Prerequisite: HSC 131. 3 (S)

HSC 141 PRIMARY CARE FOR THE HEALTH SERVICES. This course is an introduction to human anatomy and physiology, health care delivery systems, interpersonal relationships, preventive aspects of health care and emergency medical care. There are three one-hour lectures and one two-hour laboratory each week. 4 (F)

HSC 143 INTRODUCTION TO HEALTH SCIENCES AND HEALTH CARE DELIVERY. An introduction to health care delivery systems, microbiology, interpersonal relationships and preventive aspects of health care. This course may not be taken for credit if previous credit has been earned for HSC 141. Three one-hour lectures and one two-hour laboratory each week for eight weeks. 2 (F)

HSC 145 INTRODUCTION TO HUMAN ANATOMY AND PHYSIOLOGY. A brief introduction to each system of the body. This course may not be taken for credit if previous credit has been earned for HSC 141 or Biol 101 or Biol 323. Three one-hour lectures and one two-hour laboratory each week for four weeks. 1 (F,S)

HSC 147 EMERGENCY MEDICAL CARE I. This course is designed to prepare a student for certification by the South Dakota Department of Health for the basic 22-hour Emergency Medical Technician Program. Topics include: fractures, cardiopulmonary resuscitation, wounds, burns, shock, and childbirth. This course may not be taken for credit if previous credit has been earned for HSC 141 or HSC 149. This course requires a total of 20-25 hours for lecture and laboratory. 1 (F,S)

HSC 149 EMERGENCY MEDICAL CARE II. This course is designed to prepare a student for earning a "certificate of completion of the course for Emergency Medical Technician—Ambulance." This course is an extension of HSC 147 Emergency Medical Care I, which is a prerequisite. 3 (OD)

HSC 150 INTRODUCTION TO THE MEDICAL RECORD FIELD. Introduction to medical records. Includes the history of medical records, chart analysis, learning the component parts of a medical record, admission procedures, birth and fetal death certificates, tumor registry, microfilming, indexes and registers, numbering and filing systems, introduction to the state and national medical record association, doctor's incomplete charts, storage and retrieval, plus any other pertinent information relating to the field of medical records in this introductory course. Consists of 2 hours of lecture and 2 hours of lab each week. 3 (F)

HSC 232 MEDICAL TRANSCRIPTION II. This course will provide advanced transcription experience in pathology and autopsy reports. 3 (F)

COURSE DESCRIPTIONS

HSC 250 INTRODUCTION TO CODING AND HEALTH STATISTICS. The course will include eight weeks on the study of classification of diseases and operations with principles of coding and indexing used in hospitals and retrieval of data. The last eight weeks will include hospital statistics, sources, definitions, collection, reporting and presentation of data. Consists of 2 hours of lecture and 2 hours of lab each week. Prerequisites: HSC 130, HSC 150. 3 (S)

HSC 350 ORGANIZATION AND ADMINISTRATION OF MEDICAL RECORDS. This course will include legal aspects of medical record science, release of information, introduction to medical staff functions and committees, accreditation and certification requirements, administration and organization of a medical record department, interdisciplinary relationships, medical audit and PSRO. Two hours of lecture and two hours of laboratory. Prerequisites: HSC 250. 3 (F)

HSC 352 ALLIED HEALTH INTERNSHIP—SEMINAR. This courses consists of various independent study projects which will be completed during the student's internship and/or during the eight weeks spent in the classroom prior to the student's internship. The projects will include: drawing up a floor plan of a medical record department, writing a procedure manual, doing a medical audit, drawing an organization chart for a hospital as a whole and medical records as a department, writing job descriptions and reviewing Medical Staff by-laws, rules, and regulations. Prerequisite: HSC 350. 4 (OD)

HSC 360 PATHOPHYSIOLOGY. An introduction to the etiology and symptomatology of diseases, including section on cellular injury, inflammation, neoplasms, disturbance in the body, drug and chemical injury, infectious diseases and clinical manifestations of diseases. Prerequisites: HSC 131, HSC 141, Biol 323, 324. 3 (F)

HSC 443 PUBLIC HEALTH AND HEALTH CARE DELIVERY. This course is required in the Medical Records Administration program and is an elective open to all health education and health service related students. 3 (F)

HSC 450 MANAGEMENT OF HEALTH RECORD DEPARTMENT. Application of the principles of management and personnel administration to various record department settings. Includes investigation of health record systems in long term care, neighborhood health clinics, psychiatric hospitals, etc. 3 (F)

HSC 460 MEDICAL LAW. A study of the principles of law as applied to the health field, with particular reference to all phases of medical record practice. 2 (S)

HSC 485 ALLIED HEALTH INTERNSHIP—DIRECTED PRACTICE. Practical work experience in hospitals or related affiliation sites for a total of 440 hours or 3 weeks at one site, 4 weeks at another site and 4 weeks at a final site. The first internship of 3 weeks is taken during the summer between the freshman and sophomore year. The last 8 weeks is taken at the end of the second semester of the sophomore year. The first 8 weeks is spent in the classroom in the Allied Health Internship-Seminar class. Prerequisite, permission of instructor. 1-11

COURSE DESCRIPTIONS**MATHEMATICS**

MATH 110 INTRODUCTORY COLLEGE ALGEBRA. The topics included will be the basic algebraic operations, linear and quadratic equations, and systems of equations. Some applications will be orientated toward computer programming and business. This course is designed for business majors and minors and meets their mathematics general education requirement. 3 (F,S)

MATH 111 COLLEGE MATHEMATICS I. A review of the fundamental algebraic operations, ratio, proportion, variation, the binomial theorem, logarithms, and elementary trigonometric functions. 3 (S)

MATH 112 ELEMENTARY QUANTITATIVE METHODS. Includes systems of linear equations, non-linear functions and their graphs, compound interest and annuities, linear programming, and introduction to probability. For business students; not applicable to math major or minor. Prerequisite: Adequate high school math background, judged by adviser; or Math 110. 3 (S)

MATH 122 PRECALCULUS MATHEMATICS I. This course covers sets, relations and functions in equations and inequalities. Among the elementary functions are algebraic, logarithmic, exponential, circular and trigonometric functions. Geometry of the conic sections is included. 5 (F)

MATH 123 CALCULUS I WITH ANALYTICAL GEOMETRY. A study of theory of limits, continuity, and the differentiation and antidifferentiation of algebraic functions, including derivative application. Prerequisite: Math 122 or permission of instructor. 4 (S)

MATH 140 CONSUMER MATHEMATICS. This is an applied mathematics course designed to make the student more cognizant of various mathematics-related consumer options. Some topics covered include the mathematics involved in simple and compound interest, installment buying, annuities, bank policies, credit shopping, insurance, etc. This course is the mathematics general education course designed for those who are not business majors or minors, science majors or minors, or elementary education majors. 3 (F,S)

MATH 171 INTRODUCTION TO COMPUTER PROGRAMMING. An introduction to the FORTRAN computer language emphasizing flow charting, input-output operations, subscripted variables, IF statements, DO statements, carriage control, literal output, library functions and subroutines. 3 (F)

MATH 224 CALCULUS II. Covers Riemann integral, the differentiation and integration of transcendental functions, and advanced methods of integration, including applications of the definite integral. Prerequisite: Math 123. 4 (F)

MATH 225 INTERMEDIATE CALCULUS. Topics included are: functions of several variables, vectors in the plane and parametric equations, indeterminate forms, partial differentiation, multiple integration, and infinite series of constant terms. Prerequisite: Math 224. 3 (ETS)

MATH 313 MODERN ALGEBRA. An introduction to the theory of sets, groups, rings, integral domains, fields and development of the number systems. Prerequisite: Math 224 or concurrent. 3 (ETS)

COURSE DESCRIPTIONS

MATH 315 MATRICES AND LINEAR ALGEBRA. Covers the solution of systems of linear equations, algebra of matrices, vector spaces, rank, determinants, and the characteristic value problems. Prerequisite: Math 224 3 (S,EOY)

MATH 321 DIFFERENTIAL EQUATIONS. Includes methods of solving ordinary equations of first order and degree, linear equations with constant coefficients, differential operators, and applications of first and second order. Prerequisite: Math 224 3 (S,EOY)

MATH 341 FUNDAMENTALS OF MATHEMATICS (ELEMENTARY). Presents a survey of the properties, operations, and relations within the systems of whole numbers and positive rational numbers; concepts from geometry and probability are introduced. 3 (F)

MATH 342 NUMBER SYSTEMS II. Undertakes a more thorough study of the system of real numbers and its subsystems, as well as some related abstract systems. 3 (OD)

MATH 343 GEOMETRY FOR ELEMENTARY TEACHERS. Gives the modern treatment of elementary geometry for future or present elementary teachers. A study of points, lines, planes, planar models, congruence, similarity, measurements, constructions. This course relies heavily upon intuition and semiformal postulates in the proofs of basic theorems rather than on the rigor demanded of a highly-structured axiomatic approach. 3 (OD)

MATH 361 COLLEGE GEOMETRY. Advanced synthetic geometry, including review of elementary plane geometry. Designed particularly for prospective mathematics teachers. Study includes post-Euclidean geometry of triangles and circles. Prerequisite: Math 123 or permission of instructor. 3 (F,EOY)

MATH 373 COMPUTER MATHEMATICS. Includes an intensive treatment of FORTRAN IV language, with application to solutions of systems of equations and roots of polynomials. Credit toward the math major requirement cannot be given for both this course and Math 171. Prerequisite: Math 224 3 (S,EOY)

MATH 481 INTRODUCTION TO STATISTICS. Includes basic descriptive statistics, probability distributions, estimating parameters, testing of hypotheses. Chi-square test, and regression and correlation. Prerequisite: Math 123. 3 (F,EOY)

MATH 490 HISTORY OF MATHEMATICS. A general historical presentation emphasizing the source of mathematical principles, the growth of mathematical knowledge, and the contribution of outstanding mathematicians. The purpose is to relate this development to the progress of civilization from 2000 B.C. to the present. Prerequisite: Math 224 or permission of instructor. 2 (OD)

MATH 491 INDEPENDENT STUDY. (For mathematics majors only). This course allows the students to investigate topics of their own interest and need or to prepare toward graduate study in subjects not available in the regular courses. 1-4 (OD)

PHYSICAL SCIENCE

PHSI 105, 106 PHYSICAL SCIENCE. This course is an introduction to the basic concepts of the physical sciences and their significance. Three one-hour lectures and one two-hour laboratory weekly. 4 (F,S)

COURSE DESCRIPTIONS

E SC 107, 108 INTRODUCTION TO EARTH SCIENCE AND ASTRONOMY. An introduction to the principles of astronomy, meteorology, and geology. Three one-hour lectures and one two-hour laboratory weekly. 4 (F,S)

PHYSICS

PHYS 111, 112 GENERAL PHYSICS I. An introduction to mechanics and heat. Three one-hour lectures and one two-hour laboratory weekly. Prerequisite: working knowledge of algebra and trigonometry. 4 (F)

PHYS 113, 114 GENERAL PHYSICS II. An introduction to sound, electricity, magnetism, and light. Three one-hour lectures and one two-hour laboratory weekly. Prerequisite: Phys 111, 112. 4 (S)

PHYS 185 ASTRONOMY. A study of the extra-terrestrial universe and the techniques and concepts of its exploration. Three one-hour lectures and one two-hour laboratory weekly. 3-4 (F,EOY)

PHYS 211, 212 INTERMEDIATE PHYSICS I. A continuation of mechanics, heat, and sound with emphasis on solving problems in these fields. Three one-hour lectures and two one-hour problem sessions weekly. Prerequisite: Phys 113, 114 and Math 123 or concurrent. 4 (F,EOY)

PHYS 213, 214 INTERMEDIATE PHYSICS II. The student solves advanced problems in electricity, magnetism, and optics. Three one-hour lectures and two one-hour problem sessions weekly. Prerequisite: Phys 211, 212 and Math 224 or concurrent. 4 (S,EOY)

PHYS 335 MODERN PHYSICS. Introduction to the modern topics in physics: fundamental particles, nuclear physics, radioactivity, nuclear reactions, and detectors of nuclear particles. Three one-hour lectures and one three-hour laboratory each week. Prerequisite: Phys 113, 114 and Math 123. 4 (S,EOY)

PHYS 327, 328 A-C CIRCUITS AND ELECTRONICS. Fundamentals of alternating current, theories, and introduction to the basic concepts of electronics. Three one-hour lectures and one three-hour laboratory each week. Prerequisite: Phys 113, 114 and Math 122 or equivalent. 4 (OD)

PHYS 481 MODERN HIGH SCHOOL PHYSICS CURRICULA. PSSC physics curriculum material context and approach, and the Harvard Project physics program, preparatory to teaching high school physics. Department approval required. 4 (OD)

PHYS 495 INDEPENDENT STUDY. The student who has the necessary physics and mathematics background may study independently areas of special interest or areas of unusual complexity. Department approval required. 1-4 (OD)

ABBREVIATIONS

EOY	Every other year
ETS	Every third semester
F	Fall
OD	On demand
S	Spring
Su	Summer

BOARD OF REGENTS

Dakota State College, together with the other state educational institutions of South Dakota, is under the direction of the South Dakota Board of Regents for Higher Education composed of seven members appointed by the Governor, with the confirmation of the State Senate, for a term of six years.

**Members
Board of Regents**

David Morrill (1981)	Sturgis
Russell Peterson (1979)	Revillo
Betty Redfield (1983)	Hot Springs
Bonnie Bunch (1983)	Hayes
Vincent Protsch (1981)	Howard
James J. Dee (1979)	Mitchell
Celia Miner (1981)	Yankton

Officers of the Board

Celia Miner	President
David Morrill	Vice President
Betty Redfield	Secretary

Dr. Richard L. Bowen
COMMISSIONER OF HIGHER EDUCATION
STATE CAPITOL
Pierre, South Dakota 57501

**SOUTH DAKOTA SYSTEM OF
HIGHER EDUCATION**

Black Hills State College	Spearfish
Dakota State College	Madison
Northern State College	Aberdeen
School of Mines and Technology	Rapid City
South Dakota State University	Brookings
University of South Dakota	Vermillion
University of South Dakota at Springfield	Springfield

GENERAL ADMINISTRATION

President	Carleton Opgaard
Dean of Instruction	John D. Ryan
Acting Business Manager	Edward Gerry
Director of Student Life	Terrance Ryan
Director of Physical Plant	Edward P. Tyc

FACULTY

- CARLETON M. OPGAARD (1978) President
 Professor of Education and History
 B.S., North Dakota State College; M.A., University of Wyoming; Ph.D.,
 University of Washington
- HERBERT BLAKELY (1967) Associate Professor of History
 B.S., South Dakota State University; M.S., North Dakota State University;
 Additional Study, University of Minnesota
- GEORGE BLANKLEY (1962) Associate Professor of Physical Education
 B.A., College of Idaho; M.S., University of Idaho
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 Accredited Records Technician
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INDEX

Absence from Class	11
Accounting	26, 27
Accreditation	4
Activities	7
Admission Requirements	1, 4
Advising	6
Art	82, 83
Auditing Classes	3
Bachelor of Science Degree	13
Biology	104, 105
Business Administration	18, 19
Business Education—Basic Business, Secretarial Subjects	20, 21
Business, Industry & Public Administration Division	17-45
Campus History	1
Chemistry	105-107
Classification of Students	9
Cooperative Education	11
Correspondent Work	11
Costs	1, 2
Counseling	6
Credit by Examination	11
Criminal Justice	59, 60, 62, 63
Data Processing—Business, Government, Mathematics	27-29
Early Childhood Education	64, 65
Economics	25
Education, Physical Education & Behavioral Science Division	47-79
Elementary Education	48, 50-58
English	83, 84
Extension	2, 11
Federal Policies	4, 15
Financial Aids	4, 5
Foreign Languages	87, 88
General Education Requirements	12, 13
Grade Deletion Policy	11, 12
Grading Policy	9, 10
Graduation Requirements	14, 15
Grants	4, 5
Health	60
Health Insurance Claims Examiner	29, 30
Health Service	6
Health Services A.A.	111-114
History	21, 22
Honors	10
Housing	6
Humanities, A.A. Degree	89, 90
Humanities Division	81-101
Industrial Arts	88
Job Placement	6
Journalism	88, 89
Library Science	62
Loans	4, 5
Majors	7, 8
Materials Management	30, 31
Mathematics	107, 108
Medical Records Administration	108-110
Medical Records Technology	114, 115

Minors	8
Music	84-86
Overloads	9
Physical Education	58, 59
Physical Science & Mathematics Composite	110, 111
Physics	110, 111
Political Science	25
Pre-professional Programs	116
Probation	10
Psychology	60, 61
Reading Clinic	6
Refunds	2, 3
Registration	3
Regulations, Academic	8, 9
Related Subjects Minor	13, 14
Repeating Courses	10
Residency Requirements	1
Retail and Small Business Management	31, 32
Scholarships	4, 5
Science, Mathematics & Health Services	103-124
Secondary Education	49, 50
Secretarial and Office Administration	22, 23
Secretarial Science-Executive, Legal, Medical	32-34
Social Science	23, 24
Social Service Assistant	65, 66
Sociology	61
Speech and Drama	86, 87
Suspension	10
Transcripts	7
Travel Specialist	34, 35
Two-Year Programs	8
Veteran Benefits	5, 6
Withdrawal from College	3
Work-study Program	4, 5

Notes

1978-79 First Semester

August 22-25, 1978	Faculty Workshop
August 28 (Monday)	Official Opening Date—Freshmen Orientation and Registration
August 29 (Tuesday)	Registration—Upperclassmen
August 30 (Wednesday)	Classes Begin—Late Registration Fee Begins
September 4 (Monday)	Labor Day Holiday
September 6 (Wednesday)	Last Day for Making Schedule Changes
October 9 (Monday)	Pioneers' Day Holiday
October 20 (Friday)	Mid-Term Grades Due
November 10 (Friday)	Veterans' Day Holiday
November 22 (Wednesday) 5:00 p.m.	Thanksgiving Day Recess Begins
November 23, 24 (Thursday & Friday)	Thanksgiving Vacation
November 27 (Monday) 8:00 a.m.	Classes Resume
December 22 (Friday) 5:00 p.m.	Semester Ends—Vacation Begins
December 27 (Wednesday) 12:00	Final Grades Due

Second Semester

January 8 (Monday), 1979	Registration
January 9 (Tuesday)	Classes Begin—Late Registration Fee Begins
January 16 (Tuesday)	Last Day for Making Schedule Changes
February 19 (Monday)	Lincoln's & Washington's Birthday Holiday
March 2 (Friday)	Mid-Term Grades Due
March 5 (Monday)	Spring Vacation Begins
March 12 (Monday) 8:00 a.m.	Classes Resume
April 13 (Friday)	Good Friday—No Classes
April 16 (Monday)	Easter Monday—No Classes
April 17 (Tuesday) 8:00 a.m.	Classes Resume
May 11 (Friday)	Last Day of Classes—Semester Closes
May 12 (Saturday)	Commencement—10:00 a.m.

Summer Session

June 4 (Monday)	Registration
June 5 (Tuesday)	Classes Begin
July 4 (Wednesday)	Independence Day Holiday
July 27 (Friday)	Summer Session Ends

**Dakota
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College**

Madison, S. D. 57042

Mr. Joseph Paulukonis

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